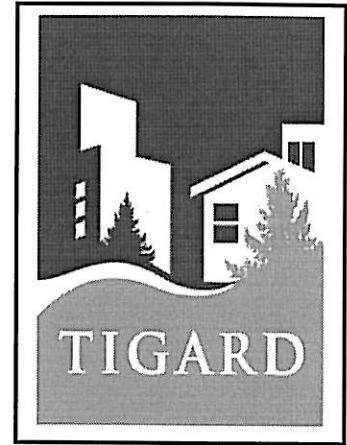




TIGARD CITY COUNCIL, LOCAL
CONTRACT REVIEW BOARD, AND
CITY CENTER DEVELOPMENT
AGENCY MEETING

JULY 10 , 2007 6:30 p.m.

TIGARD CITY HALL
13125 SW HALL BLVD
TIGARD, OR 97223



PUBLIC NOTICE:

Anyone wishing to speak on an agenda item should sign on the appropriate sign-up sheet(s). If no sheet is available, ask to be recognized by the Mayor at the beginning of that agenda item. Citizen Communication items are asked to be two minutes or less. Longer matters can be set for a future Agenda by contacting either the Mayor or the City Manager.

Times noted are estimated; it is recommended that persons interested in testifying be present by 7:15 p.m. to sign in on the testimony sign-in sheet. Business agenda items can be heard in any order after 7:30 p.m.

Assistive Listening Devices are available for persons with impaired hearing and should be scheduled for Council meetings by noon on the Monday prior to the Council meeting. Please call 503-639-4171, ext. 2410 (voice) or 503-684-2772 (TDD - Telecommunications Devices for the Deaf).

Upon request, the City will also endeavor to arrange for the following services:

- Qualified sign language interpreters for persons with speech or hearing impairments; and
- Qualified bilingual interpreters.

Since these services must be scheduled with outside service providers, it is important to allow as much lead time as possible. Please notify the City of your need by 5:00 p.m. on the Thursday preceding the meeting by calling: 503-639-4171, ext. 2410 (voice) or 503-684-2772 (TDD - Telecommunications Devices for the Deaf).

SEE ATTACHED AGENDA

A G E N D A
TIGARD CITY COUNCIL MEETING/LOCAL CONTRACT REVIEW BOARD
AND CITY CENTER DEVELOPMENT AGENCY
JULY 10, 2007

6:30 PM

- STUDY SESSION
 - > Council Discussion Regarding Changes to the Council Groundrules – Administration Department

- EXECUTIVE SESSION: The Tigard City Council may go into Executive Session. If an Executive Session is called to order, the appropriate ORS citation will be announced identifying the applicable statute. All discussions are confidential and those present may disclose nothing from the Session. Representatives of the news media are allowed to attend Executive Sessions, as provided by ORS 192.660(4), but must not disclose any information discussed. No Executive Session may be held for the purpose of taking any final action or making any final decision. Executive Sessions are closed to the public.

7:30 PM

1. BUSINESS MEETING
 - 1.1 Call to Order - City Council & Local Contract Review Board
 - 1.2 Roll Call
 - 1.3 Pledge of Allegiance
 - 1.4 Council Communications & Liaison Reports
 - 1.5 Call to Council and Staff for Non-Agenda Items

2. CITIZEN COMMUNICATION (Two Minutes or Less, Please)
 - Follow-up to Previous Citizen Communication

3. CONSENT AGENDA: These items are considered to be routine and may be enacted in one motion without separate discussion. Anyone may request that an item be removed by motion for discussion and separate action. Motion to:
 - 3.1 Approve Council Minutes for May 8 and 15, 2007
 - 3.2 Receive and File:
 - a. Council Calendar
 - b. Tentative Agenda
 - 3.3 Approver Workers' Compensation Insurance for Volunteers through City County Insurance Services – Resolution No. 07-_____
 - 3.4 Approve Application for 2007 Homeland Security Grant

- Consent Agenda - Items Removed for Separate Discussion: Any items requested to be removed from the Consent Agenda for separate discussion will be considered immediately after the Council has voted on those items which do not need discussion.

4. OVERVIEW OF METRO'S DRIVE LESS/SAVE MORE CAMPAIGN IN TIGARD
 - a. Metro Presentation: Metro Regional Transportation Options Manager Pam Peck
 - b. Council Discussion

5. REVIEW FINAL CITY OF TIGARD PROJECT LIST FOR METRO'S REGIONAL TRANSPORTATION PLAN (RTP) UPDATE
 - a. Staff Report: Community Development Department
 - b. Council Discussion
 - c. Council Consideration: Approve Final City of Tigard Project List for Metro's Regional Transportation Plan (RTP) Update

Recess City Council Meeting (Motion by Council)

Convene City Center Development Agency (CCDA) Meeting

- Call to Order: Chair Dirksen
 - Roll Call: Chair and Board Members of CCDA
Chair and Commissioners of CCAC
6. JOINT MEETING OF CITY CENTER DEVELOPMENT AGENCY (CCDA) AND THE CITY CENTER ADVISORY COMMISSION (CCAC) FOR DISCUSSION WITH CONSULTANT REGARDING THE DOWNTOWN REAL ESTATE DEVELOPMENT STRATEGY
 - a. Staff/Consultant Report: Community Development Department/Leland Consulting Group
 - b. CCDA/CCAC Discussion

Adjourn City Center Development Agency (CCDA) Meeting (Motion by CCDA)

Reconvene City Council Meeting

7. CONTINUE DISCUSSION FROM THE JUNE 26, 2007, CITY COUNCIL MEETING REGARDING SETTING DATE FOR CITY COUNCILOR ELECTION
 - a. Staff Report: Administration Department
 - b. Council Discussion
 - c. Council Consideration: Resolution Setting Election Date or Motion Regarding the City Councilor Position (January 1 to December 31, 2008)
8. COUNCIL LIAISON REPORTS
9. NON AGENDA ITEMS
10. EXECUTIVE SESSION: The Tigard City Council may go into Executive Session. If an Executive Session is called to order, the appropriate ORS citation will be announced identifying the applicable statute. All discussions are confidential and those present may disclose nothing from the Session. Representatives of the news media are allowed to attend Executive Sessions, as provided by ORS 192.660(4), but must not disclose any information discussed. No Executive Session may be held for the purpose of taking any final action or making any final decision. Executive Sessions are closed to the public.
11. ADJOURNMENT

i:\adm\cathy\cca\2007\070710.doc



MEMORANDUM

TO: Honorable Mayor and City Council

FROM: Cathy Wheatley, City Recorder

RE: Review of Council Groundrules

DATE: June 28, 2007

At its June 26, 2007, meeting, the City Council received a copy of the current Council Groundrules set by Resolution No. 06-51. Councilor Buehner suggested one change on Page 5 to change a title: *Assistant to the City Manager* should now be *Assistant City Manager*. I made this change to the attached document, which will become the exhibit to a resolution incorporating any other changes to the groundrules identified by the City Council.

A discussion of the groundrules is scheduled for the July 10 study session. After the Council determines if there are additional changes to be made, staff will prepare a resolution for the Council's consideration within the July 24 Consent Agenda.

Attachment

EXHIBIT A
Resolution No. 07_____

CITY COUNCIL GROUND RULES AND AGENDA PROCESS

The following information is intended to assist with preparation for and the conduct of City Council meetings. The City Charter, Article IV, Section 13, contains regulations that govern Council meetings. The Groundrules describe the process followed by Council in scheduling and conducting meetings.

Council/Mayor Roles

- The Mayor, or in the absence of the Mayor, the Council President, shall be the Presiding Officer at all meetings. The Presiding Officer shall conduct all meetings, preserve order, enforce the rules of the Council and determine the order and length of discussion on any matter before the Council, subject to these rules. The Presiding Officer may move, second, debate and vote and shall not be deprived of any of the rights and privileges of a Councilor. The Presiding Officer shall sign all ordinances, resolutions, contracts and other documents, except where authority to sign certain contracts and other documents has been delegated to the City Manager and all documents shall be attested to by the City Recorder. The Mayor shall appoint the committees provided by the Rules of Council.
- In all other actions, decisions and other matters relating to the conduct of business of the City, the Mayor or President shall have no more or less authority than any other Council member. For the purposes of this written procedure any reference to the Council (unless otherwise specifically noted to the contrary) will include the Mayor, President and Council members.

Conduct of City Meetings

- Council will meet at least once a month. Regularly scheduled meetings shall be on the second, third, and fourth Tuesdays of each month.
- The Council meetings on the second and fourth Tuesdays are "Business" meetings; the Council meetings on the third Tuesday of the month are "Workshop" meetings unless otherwise designated by the City Council.
- Unless specifically noted otherwise, the meetings of Council shall begin at 6:30 p.m. at the established place of meeting. On the second and fourth Tuesdays the meetings will begin with a Study Session following by the Business meeting. On the third Tuesday, the Workshop meeting will begin at 6:30 p.m.

- Roll Call/Voting Order: The roll shall be called in alphabetical order by last name. At each succeeding meeting at which a roll call vote is taken, the council person who voted last during the previous meeting, shall vote first and the Council person who voted first during the preceding meeting shall vote second and so on in a rotating fashion. It is the intent that the voting order remain fixed for each meeting and that a different Council person shall vote last during each separate meeting for the duration of the meeting.
 - Charter Section 19 provides that 'the concurrence of a majority of the members of the Council present and voting, when a quorum of the Council is present, at a Council meeting shall be necessary to decide any question before the Council.' A Council member who abstains or passes shall be considered present for determining whether a quorum exists, but shall not be counted as voting. Therefore, abstentions and 'passes' shall not be counted in the total vote and only votes in favor of or against a measure shall be counted in determining whether a measure receives a majority.
- The Chair, or other members if the Chair fails to remember, shall call for a Point of Order at or around 9:30 p.m. to review remaining items on the agenda with the Council. The Council may reset or reschedule those items, which it feels may not be reached prior to the regular time of adjournment.
- The Council's goal is to adjourn prior to 10 p. m. unless extended by majority consent of all Council members then present. If not continued by majority consent, then the meeting shall be adjourned to either the next scheduled meeting or the meeting shall be continued to a special meeting on another date.
- Definitions - Meeting Types, Study Sessions and Executive Sessions:
 - > BUSINESS MEETINGS: Business meetings are regular meetings where Council may deliberate toward a final decision on an agenda item including consideration of ordinances, resolutions & conducting public hearings. Business meetings are open to the public. The regularly scheduled business meetings are televised.

Business meetings are generally scheduled to begin at 7:30 p.m. with a study session preceding the Business Meeting at 6:30 p.m. Study Sessions are a workshop-type of meeting (see definition below) which also provide an opportunity for the Council to review the business

meeting agenda and to ask questions for clarification on issues or on process. Study Sessions are open to the public.

All Council meetings are open to the public with the exception of Executive Sessions. Executive Sessions can be called under certain circumstances and topics are limited to those defined by ORS 192.660.

- The “Citizen Communication” portion of the agenda is a regular feature on the Council Business meetings. This item will be placed near the beginning of the Council Agenda to give citizens a chance to introduce a topic to the City Council. Citizen Communications are limited to two minutes in length and must be directed to topics that are not on the Council Agenda for that meeting.
 - At the conclusion of the Citizen Communication period, either the Mayor, a Council member or staff member will comment what, if any, follow-up action will be taken to respond to each issue. At the beginning of Citizen Communication at the next business meeting, staff will update the Council and community on the review of the issue(s), the action taken to address the issue, and a statement of what additional action is planned. Council may decide to refer an issue to staff and/or schedule the topic for a later Council meeting.
- > **WORKSHOP MEETING:** Workshop meetings are regular meetings where Council reviews and discusses agenda topics with no intent of deliberating toward a final decision during the meeting. Workshop meetings are not currently scheduled to be televised but are open to the public.

Workshop agenda items are generally topics which Council is receiving preliminary information on and providing direction for further staff analysis and information gathering for a later business meeting. Workshop topics may also include discussions with standing boards and committees, as well as other governmental units.

Appropriate topics for Workshop meetings include:

- ~ Introduce a Topic: Staff will bring up new items to determine whether Council wants to entertain further discussion and whether to schedule the topic as an item on a future agenda.
- ~ Educational Meetings: Council will review research information presented by staff, consultants, or task forces - usually as a process check; i.e., is the issue on the right “track”?

- ~ Meet with individuals from City boards and committees or other jurisdictions to discuss items of common interest (examples: other Councils, the School District, and other officials).
 - ~ Administrative Updates: Items such as calendar information, scheduling preferences, process checks.
- > **STUDY SESSIONS:** Study Sessions precede or follow a Business Meeting or Workshop Meeting. As stated above, they are conducted in a Workshop-type setting to provide an opportunity for Council to review the Business Meeting Agenda and to ask questions for clarification on issues or on process. Information is also shared on items that are time sensitive. During Study Sessions, any Council member may call for a Point of Order whenever he or she wishes to stop the “discussion” because he or she feels that it is more appropriate for the City Council to discuss the matter during the Council meeting. If a Point of Order is raised, the City Council will discuss the Point of Order and determine whether the “discussion” should continue on or be held during the Council meeting. The decision on whether to continue the “discussion” or not shall be determined by the majority consensus of the Council members present. If Council discusses a Council Agenda Topic in a Study Session prior to that Council meeting, either the Presiding Officer or City Manager will briefly state at the introduction of the Agenda Topic, the fact that Council discussed the topic in the Study Session and mention the key points of the discussion.
- > **EXECUTIVE SESSIONS:** Meetings conducted by the Council, City Manager, and appropriate staff for deliberation on certain matters in a setting closed to the public. Executive Sessions may be held during a regular, special or emergency meeting after the Presiding Officer has identified the ORS authorization for holding the Executive Session. Among the permitted topics are employment of a public officer, deliberations with the persons designated by the Council to carry on labor negotiations, deliberations with persons designated to negotiate real property transactions, and to consult with legal counsel regarding current litigation or litigation likely to be filed.

Policy Regarding Interrelationships Between the City Council and Its Appointed Commissions, Boards or Committees (hereinafter referred to as “Boards”)

- The Council shall follow the Procedure for Recruitment and Appointments to Boards and Committees established in Resolution No. 95-60.

- Appointments to any committees not covered by Resolution No. 95-60 shall be made following the procedure provided within the Resolution or Ordinance, which created the committee.
- Appointments to intergovernmental committees shall be made by Council Action.
- Appointments of Council members to internal City committees as the Council Liaison shall be made by the City Council.
- It is Council policy to make known to the public, by notice in the Cityscape, of the occurrence of vacancies on City boards for the purpose of informing persons who may be interested in appointment.
- Council will entertain regular representation by persons outside the City on those boards, which provide for such non-city membership.
- The Mayor and one Council member will serve on the Mayor's Appointment Advisory Committee for the purpose of interviewing and recommending potential board members. Council members will serve on this Committee with the Mayor on a rotated basis for a term of six months. Terms shall begin January 1 and July 1.

Communications Between City Councilors, City Manager and Staff

- Councilors are encouraged to maintain open communications with the City Manager, both as a group and individually in one-on-one sessions.
- Councilors are encouraged to direct inquiries through the City Manager, giving as much information as possible to ensure a thorough response.
- In the absence of the City Manager, Councilors are encouraged to contact the *Assistant City Manager. In the absence of both the City Manager and the *Assistant City Manager, Councilors are encouraged to contact the Department Head, realizing that the Department Head will discuss any such inquiries with the City Manager.
- Contacts below the Department Head are discouraged due to the possible disruption of work, confusion on priorities, and limited scope of response.

**Changed from Assistant to the City Manager as suggested by Councilor Buehner on June 26, 2007.*

Council Agendas and Packet Information

- The City Manager will schedule agenda items while attempting to maintain balanced agendas to allow for discussion of topics while meeting the established 10 p.m. adjournment time.
- The City Manager will schedule items allowing time for staff research and the agenda cycle deadlines.
- The agenda cycle calls for submittal of items 10 days in advance of a Council meeting. Add-ons are to be minimized, as well as handouts distributed at the start of meetings, except Executive Sessions.
- Councilors and staff will prepare in advance of public meetings and issues should be presented fully in packets.
- Council is supportive of the role staff should play in offering professional recommendations. Staff is aware of Council's right to make final decisions after considering the staff recommendation, public input, the record and Council deliberation on the matter.
- Council members should attempt to give at least 24 hours' notice, by advising the City Manager and the City Recorder of a request to remove a Consent Agenda item for separate discussion.

Communications Among Councilors

- Councilors are encouraged to suggest agenda topics at the bench or to contact the City Manager about scheduling an item into the Tentative Agenda.
- Add-on Agenda items should be brought up at the start of the meeting and generally considered only if continuing to a later agenda is not appropriate.
- Requests for legislative action of Council may be initiated by an individual Council member during a Council meeting. The City Manager will respond to the request consistent with resources and priorities, or refer the question of scheduling to Council as a whole.

Communications with Community/General Public

- Councilors and the General Public are reminded of the Agenda cycle and cut-off dates. Administrative staff is available to explain how public issues are handled and how citizen input may be accomplished.
- “Official” communication should come through City Hall and be provided by the City Manager. Direct submittal or inquiries to the Council or individual Councilors should be referred to the City Manager or Councilors may ask the City Manager to look into an issue.
- Official “press releases” are encouraged, both to assure accurate reporting and to advise Council and Staff of the official position communicated to the press. Press releases are through the City Manager’s Office.

General

- Councilors are always Councilors in the eyes of the Administration, never simply private citizens. Thus, Councilors are always treated by Administration as Council members.
- Information that “affects” the Council should go to Council. The City Manager is to decide on “gray areas,” but too much information is preferable to too little.
- Budget cuts or increases are policy decisions. Budgets will not be cut “piece meal” or “across the board,” but rather should be made in service or program areas, giving staff full opportunity to provide data clearly defining the anticipated impact of the action.
- It is the policy of the Council that if Councilors are contacted regarding labor relations during labor negotiations or conflict resolution proceedings, then Councilors have no comment.
- Councilors and the City Manager agree to report and discuss any contact, which might affect labor relations with the entire Council in Executive Session.
- The Council Groundrules will be submitted for review by Council each year either in the July or August Workshop Meeting. The Groundrules can be reviewed and revised at any other time in the year when a specific issue or issues are identified requiring action prior to the established review period.

i:\adm\catty\council\groundrules\councilrules.exe revised 2007.doc

Agenda Item No. 3.1.a
For Agenda of July 10, 2007



Tigard City Council Meeting Minutes

Date: May 8, 2007
Time: 6:30 p.m.
Place: Tigard City Hall, 13125 SW Hall Boulevard
Tigard, Oregon
Attending: Mayor Craig Dirksen Presiding
Councilor Gretchen Buehner
Councilor Sydney Sherwood
Councilor Tom Woodruff

| Agenda Item | Discussion & Comments | Action Items (follow up) |
|---|---|--|
| Study Session Measure 37 – Way W. Lee Settlement | Associate Planner Pagenstecher reviewed the settlement agreement proposed for the Measure 37 claim of Way. W. Lee. A copy of the agreement is on file in the City Recorder's office. This was also on the Consent Agenda below, Item 4.7. | This Measure 37 claim will be withdrawn upon execution of the settlement agreement. Therefore, the public hearing for this matter scheduled for May 22, 2007, has been canceled. |
| Study Session Administrative Items | <p>> Chamber of Commerce Merger Vote</p> <p>Council discussed the proposed merger of the Tigard and Tualatin Chambers of Commerce.</p> <p>> Naming the Tualatin Pedestrian Bridge: City of Durham Objections</p> <p>Durham Council did not act upon the request to support the name of the pedestrian bridge over the Tualatin River (Ki-a-kuts). Mayor Dirksen said it was his understanding the issues were:</p> <ol style="list-style-type: none"> 1. Durham was not involved in the naming process. 2. The proposed name was brought to them after the decision was made. | Council consensus was to support the merger proposal. |

| Agenda Item | Discussion & Comments | Action Items (follow up) |
|-------------------|--|--------------------------|
| | <p>Mayor Dirksen reviewed what some of the options identified by Durham for a new process to select a name. Tualatin Mayor Ogden indicated recently that he would not be in favor of a new process. Mayor Ogden said he was surprised at Durham's objections because he understood that Tualatin was given the charge of coming to the cities of Tigard and Durham with recommendations.</p> <p>At this time, the bridge name is "still up in the air" said Mayor Dirksen and he wanted to let the Tigard Council know about this apparent misunderstanding and miscommunication with the City of Durham.</p> <ul style="list-style-type: none"> > Tonight is Jasmina Dizdarevik's last meeting; she will introduce next year's student envoy Megan Foltz to the City Council. A proposed resolution for Jasmina Dizdarevik was distributed to the City Council. > Council received the latest Legislative Briefing for reference during the City Council's discussion with Senator Burdick and Representative Galizio. > Skate Park Groundbreaking Ceremony will be May 25. Mayor Dirksen, Councilor Sherwood, Councilor Buehner, and Councilor Woodruff indicated they would attend. > National League of Cities Conference will be in New Orleans this year. Mayor Dirksen, Councilor Sherwood, Councilor Buehner, and Councilor Woodruff indicated they would be interested in attending. > Get Centered Event – Vancouver B.C.: Councilor Sherwood said she would attend. | |
| Executive Session | <p>The Tigard City Council went into Executive Session at 6:48 p.m. to discuss real property transaction negotiations, under ORS 192.660(2) (e) and pending litigation, under ORS 192.660(2) (h).</p> | |

| Agenda Item | Discussion & Comments | Action Items (follow up) | | | | | | | | |
|--------------------------|---|---|---------------|-----|-------------------|-----|--------------------|-----|--------------------|-----|
| Business Meeting | <p>1.1 Mayor Dirksen called the City Council and the Local Contract Review Board to Order at 7:38 p.m.</p> <p>1.2 Council Present: Mayor Dirksen, Councilors Buehner, Sherwood, and Woodruff.</p> <p>1.3 Pledge of Allegiance</p> <p>1.4 Council Communications & Liaison Reports</p> <p>There were no reports from the City Council.</p> <p>City Manager Prosser read a letter from the National Policy Research Council. The City of Tigard was one of only 18, out 11,000 government sites reviewed by the Research Council, to receive an A+ rating. The City of Tigard received an E-award for Excellence in E-Government. A copy of this letter is on file in the City Recorder's office.</p> <p>1.5 Call to Council and Staff for Non-Agenda Items</p> | | | | | | | | | |
| 2. Proclamation | <p>Mayor Dirksen proclaimed the week of May 14-18, 2007 as Emergency Medical Services week.</p> <p>Representatives of Metro West Ambulance presented a plaque to the City of Tigard. Mayor Dirksen made note of the excellent service provided by the emergency medical agencies for the Tigard area.</p> | | | | | | | | | |
| 3. Citizen Communication | <p>Tigard High School Student Envoy to the City Council Jasmina Dizdarevik gave her last update to the City Council for the school year. A copy of her report is on file in the City Recorder's office.</p> <p>Ms. Dizdarevik introduced Megan Foltz; who is the envoy for the next school year.</p> <p>The Mayor and Council thanked Ms. Dizdarevik for her presentations this last school year. The Council considered Resolution No. 07-27:</p> | <p>Motion by Mayor Dirksen, seconded by Councilor Woodruff, to adopt Resolution No. 07-27.</p> <p>The motion was approved by a unanimous vote of Council present.</p> <table><tr><td>Mayor Dirksen</td><td>Yes</td></tr><tr><td>Councilor Buehner</td><td>Yes</td></tr><tr><td>Councilor Sherwood</td><td>Yes</td></tr><tr><td>Councilor Woodruff</td><td>Yes</td></tr></table> | Mayor Dirksen | Yes | Councilor Buehner | Yes | Councilor Sherwood | Yes | Councilor Woodruff | Yes |
| Mayor Dirksen | Yes | | | | | | | | | |
| Councilor Buehner | Yes | | | | | | | | | |
| Councilor Sherwood | Yes | | | | | | | | | |
| Councilor Woodruff | Yes | | | | | | | | | |

| Agenda Item | Discussion & Comments | Action Items (follow up) |
|-------------------|---|---|
| | <p>A RESOLUTION ACKNOWLEDGING AND COMMENDING JASMINA DIZDAREVIK FOR HER SERVICE AS THE TIGARD HIGH SCHOOL STUDENT ENVOY TO THE CITY OF TIGARD</p> <p>▪ Alice Ellis-Gaut signed up to speak during Citizen Communication. She spoke on Agenda Item No. 5 City Council Vacancy discussion at the time the Council discussed this agenda item.</p> | |
| 4. Consent Agenda | <p>4.1 Approve Council Minutes for March 27, 2007</p> <p>4.2 Receive and File:</p> <p>4.2.a Council Calendar</p> <p>4.2.b Tentative Agenda</p> <p>4.3 Intergovernmental Agreement Establishing the City of Tigard’s Eligibility to Receive \$1.4 Million from Metro’s Natural Areas Bond Measure</p> <p>4.4 Right-of-Way Dedications Related to the Skate Park Project</p> <p>4.5 Senior Center Grant Agreement</p> <p>4.6 Amend CCAC Bylaws Membership Composition – Resolution No. 07-28</p> <p><i>RESOLUTION NO. 07 - 28 - A RESOLUTION AMENDING THE CCAC BY- LAWS FOR MEMBERSHIP COMPOSITION</i></p> <p>4.7 Approve Settlement Agreement to Resolve the Way W. Lee General Contractor, Inc. Measure 37 Property Compensation Claim (M372006-00004)</p> <p>4.8 Approval of Intergovernmental Agreement with Washington County for Construction Management and Inspection for Roadway Improvements to Bull Mountain Road at Highway 99W</p> <p>4.9 Consider Authorizing a Purchase Order for Cubicle Partitions and Work Station Furniture Related to the Water Building Renovation</p> | <p>Motion by Councilor Sherwood, seconded by Councilor Buehner, to adopt the Consent Agenda as presented.</p> <p>The motion was approved by a unanimous vote of Council present.</p> <p>Mayor Dirksen Yes Councilor Buehner Yes Councilor Sherwood Yes Councilor Woodruff Yes</p> |

| Agenda Item | Discussion & Comments | Action Items (follow up) | | | | | | | | |
|---|---|--|---------------|-----|-------------------|-----|--------------------|-----|--------------------|-----|
| 5. City Council Vacancy Discussion | <p>City Manager Prosser introduced this agenda item and described the authority of the City Council with regard to appointing a Councilor to the position vacated by Councilor Harding as of April 24, 2007. A summary of some of the options available to the City Council are listed in the staff report on file in the Council packet materials.</p> <p>Council discussed precedence regarding how appointments have been made to vacancies on the City Council, with the process being widely varied depending on the circumstances.</p> <p>Councilor Woodruff noted his support for making an appointment now and then holding an election in the fall. He said he would support appointing Nick Wilson as the interim City Council member until the election. Council members indicated their agreement on selecting Nick Wilson for the interim Councilor noting that he has knowledge of the issues before the City Council at this time due to his recent service on the City Council.</p> <p>After the vote by the City Council on the motion to appoint Nick Wilson as the interim City Councilor, Alice Ellis-Gaut commented favorably on the City Council's decision for an appointment followed by an election in the fall.</p> | <p>Motion by Councilor Woodruff, seconded by Councilor Sherwood, to appoint Nick Wilson to the interim City Council position until the person elected by special election takes office.</p> <p>The motion was approved by a unanimous vote of Council present.</p> <table><tr><td>Mayor Dirksen</td><td>Yes</td></tr><tr><td>Councilor Buehner</td><td>Yes</td></tr><tr><td>Councilor Sherwood</td><td>Yes</td></tr><tr><td>Councilor Woodruff</td><td>Yes</td></tr></table> | Mayor Dirksen | Yes | Councilor Buehner | Yes | Councilor Sherwood | Yes | Councilor Woodruff | Yes |
| Mayor Dirksen | Yes | | | | | | | | | |
| Councilor Buehner | Yes | | | | | | | | | |
| Councilor Sherwood | Yes | | | | | | | | | |
| Councilor Woodruff | Yes | | | | | | | | | |
| 6. Legislative Briefing by Senator Burdick and Representative Galizio | <p>Senator Burdick, Representative Galizio and the City Council reviewed current legislative activities, including the following:</p> <ul style="list-style-type: none">▪ End of session is scheduled for June 29, 2007.▪ Measure 37: Consensus could not be reached on a statutory amendment. The House passed a bill to refer reformation language to the voters in November. There was discussion on a possible extension of time for local jurisdictions to render decisions on Measure 37 claims now in process. Senator Burdick confirmed that it appears local jurisdictions will be given a one-year time extension; this legislation should be going into effect soon, with an emergency clause. | | | | | | | | | |

| Agenda Item | Discussion & Comments | Action Items (follow up) |
|--|--|--------------------------|
| | <ul style="list-style-type: none"> ▪ There is a shortage of Oregon State Police; at least 100 new troopers will be hired. ▪ Reforms for short-term lending businesses are under consideration. Legislation from other states is being reviewed to identify loopholes to avoid. It is hoped new legislation on these types of businesses will be passed soon. ▪ Bio-fuels package for alternative energy sources is under consideration. ▪ Education (K-12 and community colleges) budgets will be determined within the next few weeks. ▪ Councilor Buehner thanked Representative Galizio for his support on the annexation bill. Cities need to have some flexibility on annexation policy. | |
| 7. Tigard Youth Advisory Council (TYAC) Update | <p>Sheryl Huiras, from Youth Services in the Tigard Police Department, introduced this agenda item. She advised several Youth Advisory Council members were present to review projects the Council worked on last year and to review projects for the future.</p> <p>She recognized several Youth Advisory council members who were present:</p> <p>Sarah Walsh, President Ben Boudreau, Vice President Tiffany Ross, Member Jennifer Yang, Member Alexander Carsh, Member</p> <p>Advisors and volunteers presents:</p> <p>Connie Raemakers Candace Carsh</p> <p>TYAC President Sarah Walsh and Vice President Ben Boudreau presented the update to the Council. A copy of the PowerPoint is on file in the City Recorder's office.</p> <p>TYAC members asked for the City Council to consider a contribution of \$5,000 to the TYAC from the City for youth activities. The Mayor and</p> | |

| Agenda Item | Discussion & Comments | Action Items (follow up) | | | | | | | | |
|--|--|---|---------------|-----|-------------------|-----|--------------------|-----|--------------------|-----|
| | <p>Council encouraged the youth to become involved in the budget process and referred to a pilot recreation program. The youth present were told of an upcoming Budget Committee meeting next Monday.</p> <p>Advisor Huiras noted there are 26 members on the TYAC. They actively recruit for membership at all times. Mayor Dirksen acknowledged how much the TYAC has accomplished and said he would like to have a TYAC member serve as an ex officio representative for all of the City's boards and committees.</p> <p>Councilor Sherwood said the TYAC had been supportive of the Skate Park effort and she encouraged TYAC members to attend the Skate Park Groundbreaking Ceremony on May 26.</p> <p>The TYAC helped Tigard receive recognition as one of the 100 best communities in the nation for youth.</p> | | | | | | | | | |
| 8. Informational Public Hearing – Finalization of Sanitary Sewer Reim- bursement District No. 39 (SW Hill Street, 102 nd Avenue) | <p>Mayor Dirksen opened the public hearing.</p> <p>There were no declarations or challenges.</p> <p>City Engineer Duenas presented the staff report. A copy of a PowerPoint presentation for this item is on file in the City Recorder's office.</p> <ul style="list-style-type: none">▪ The district will provide sewer service to 7 lots.▪ The project is completed and sewer can be made available to the lots▪ The final construction cost, \$112,875, was 11.5% less than the contract award amount. <p>Staff recommended the Council adopt the proposed Resolution to finalize the district.</p> <p>Mayor Dirksen closed the public hearing.</p> <p>City Council considered Resolution No. 07-29:</p> <p>A RESOLUTION FINALIZING SANITARY SEWER REIMBURSEMENT DISTRICT NO. 39 (SW HILL VIEW STREET, 102ND AVENUE) AND AMENDING THE PRELIMINARY CITY ENGINEER'S REPORT CONTAINED IN RESOLUTION NO. 06-63</p> | <p>Motion by Councilor Sherwood, seconded by Councilor Buehner, to adopt Resolution No. 07-29.</p> <p>The motion was approved by a unanimous vote of Council present.</p> <table><tr><td>Mayor Dirksen</td><td>Yes</td></tr><tr><td>Councilor Buehner</td><td>Yes</td></tr><tr><td>Councilor Sherwood</td><td>Yes</td></tr><tr><td>Councilor Woodruff</td><td>Yes</td></tr></table> | Mayor Dirksen | Yes | Councilor Buehner | Yes | Councilor Sherwood | Yes | Councilor Woodruff | Yes |
| Mayor Dirksen | Yes | | | | | | | | | |
| Councilor Buehner | Yes | | | | | | | | | |
| Councilor Sherwood | Yes | | | | | | | | | |
| Councilor Woodruff | Yes | | | | | | | | | |

| Agenda Item | Discussion & Comments | Action Items (follow up) |
|---|---|--|
| <p>9. Ballot Measure 37 – Quasi Judicial Public Hearing – Truck Terminals, Inc. (M372006-00001)</p> | <p>Mayor Dirksen opened the public hearing.</p> <p>City Attorney Corrigan reviewed how the proceedings would be conducted.</p> <p>Declarations or challenges: Councilor Sherwood advised she drives by this property, which is located along Pacific Highway.</p> <p>Mayor Dirksen said he has had discussions with Senator Burdick and Representative Galizio regarding the Measure 37 legislative process.</p> <p>All members of the City Council indicated they were familiar with the application.</p> <p>There were no challenges from any member of the audience.</p> <p>The staff report was presented by Associate Planner Pagenstecher. A copy of the staff report is on file in the City Recorder's office. A May 3, 2007, memorandum from Associate Planner Pagenstecher was delivered to the Council as a supplement to the original agenda item summary. Staff, in this memorandum explained why they were changing their recommendation to waive the more restrictive regulations. A copy of this May 3, 2007, memorandum is on file in the City Recorder's office.</p> <ul style="list-style-type: none"> ▪ Truck Terminals, Inc. is seeking compensation or a waiver of the current land use regulations and comprehensive plan policies that are more restrictive than those in place at the time the subject property was acquired. ▪ The property is located at 13015 SW Pacific Highway. ▪ Compensation is being requested for an alleged loss in property value attributed to the City's billboard prohibition or waive regulations to allow Truck Terminals, Inc. to use the property for a use permitted at the time the Claimant acquired the property. ▪ The 0.33-acre property is currently developed with two small commercial buildings and a parking lot. | <p>Motion by Councilor Woodruff, seconded by Councilor Buehner, to continue the public hearing to May 15, 2007.</p> <p>The motion was approved by a unanimous vote of Council present.</p> <p>Mayor Dirksen Yes Councilor Buehner Yes Councilor Sherwood Yes Councilor Woodruff Yes</p> |

| Agenda Item | Discussion & Comments | Action Items (follow up) |
|-------------|---|--------------------------|
| | <ul style="list-style-type: none"> ▪ The amount given for the reduction in property value is \$178,813, the value of a general 20-year billboard lease. <p>Public Testimony:</p> <ul style="list-style-type: none"> ▪ Steve Morasch, Portland, Oregon, representing Truck Terminals, Inc. said he agreed with the staff presentation. He summarized the claimant's application requesting compensation and the legislation in place supporting this application. ▪ Gene Barrett, Portland, Oregon, is the claimant. He said he has owned this property for 37 years and purchased it as an opportunity for business. He said he wants to erect a billboard on the site to improve the "bottom line." He noted the benefits of billboards from a commercial perspective. Discussion followed with the City Council. Councilor Buehner noted her concerns with billboards stating she did not want 99W to "look like 82nd Avenue. She added that a billboard on this property is not a good thing for Tigard. Billboards in the long-term are not good for his property and would bring down the property values. In response to a question from Councilor Woodruff, Mr. Barrett advised that if was able to place a billboard on this site, he would have an opportunity for more income. ▪ Alice Ellis-Gaut, Tigard, signed in on the testimony sign-in sheet; however, she was not present to testify. <p>Summation by applicant:</p> <ul style="list-style-type: none"> ▪ Steve Morasch said he believed his client's Measure 37 claim had been made very clear. Mr. Morasch referred to statements publicized by his law partner, Joe Willis, regarding the benefits of billboards. <p>City Attorney Corrigan reviewed the fundamental choices available to the Council. It appears there is impending legislation about to be adopted by the state legislature; therefore, the City Council could choose to continue this hearing to a</p> | |

| Agenda Item | Discussion & Comments | Action Items (follow up) |
|--|--|--|
| | <p>date certain. Another option would be for the City Council to approve the application tonight based upon the record received. An alternative would be to deny the application if the City Council decided it is a health and safety issue.</p> <p>Council discussion:</p> <p>Councilor Woodruff noted he appreciated the desire for making a profit. He said he would be concerned about setting precedence with this case and would prefer to wait for the legislature to determine if the City would have more time to consider this matter.</p> <p>Councilor Buehner and Councilor Sherwood indicated they agreed with Councilor Woodruff.</p> <p>Mayor Dirksen also supported a continuance of the hearing because of legislation expected from the state legislature.</p> <p>Discussion followed regarding what date to set for continuing the hearing. Councilor Woodruff noted that the City Council has approved and denied Measure 37 claims. The Council needs to balance the desires for a return on property owners' investments with what the motivation might have been by the voters who passed Measure 37.</p> <p>Mayor Dirksen commented that the Council represents the whole City. He referred to citizen input over a period of years with regard to Tigard's sign code. He added that the City Council has approved the majority of the Measure 37 claims presented; however, he wants to wait to see what happens at the state legislature before making a decision on this application.</p> | |
| <p>10. Ballot Measure 37 Quasi Judicial Public Hearing – Tigard Grange No. 148 (M372006-</p> | <p>Mayor Dirksen opened the public hearing.</p> <p>Associate Planner Eng presented the staff report.</p> <ul style="list-style-type: none"> ▪ The property is located at 13770 SW Pacific Highway. | <p>Motion by Councilor Buehner, seconded by Councilor Sherwood, to continue the public hearing to May 15, 2007.</p> <p>The motion was approved</p> |

| Agenda Item | Discussion & Comments | Action Items (follow up) |
|-------------|--|--|
| 00002) | <ul style="list-style-type: none"> ▪ The claim is for compensation in the loss in property value attributed to the City's billboard prohibition or to waive the regulations to allow the Tigard Grange to install a billboard. ▪ The claimant is demanding compensation in the amount of \$178,813. ▪ The claimant has provided evidence of continuous ownership since July 22, 1876, when the subject regulations did not exist. ▪ A review of the regulations over the years was included in the staff report. <p>Staff recommended that the Council approve the claim and waive the subject regulations by adopting a proposed ordinance because the subject regulations did not exist in 1876 and have restricted the property in a way that reduces its value.</p> <p>Public testimony:</p> <ul style="list-style-type: none"> ▪ Steve Morasch, Portland, Oregon, advised he was representing the applicants. He agreed with the staff's conclusions. He added that two pending House Bills would not have any impact on this property and referred to rights covered by the 5th Amendment, due process, and just compensation. With regard to concerns about precedent for granting a Measure 37 of this type, Mr. Morasch said there are only a limited number of properties with similar circumstances for this type of claim. He said he thought if there were many other property owners who would be able to make a claim, the "sign companies would have found them." Councilor Buehner asked Mr. Morasch if he knew how many property owners had been contracted by the sign companies. Mr. Morasch said he did not know. ▪ Tim Myshak, a Tigard resident and a member of the Tigard Grange testified about the benefits the Grange offers the community including the recreational programs offered. He said the Grange provides an affordable space for community events. He said the Grange's financial resources are limited and the survival of the Grange is in question without a | <p>by a unanimous vote of Council present.</p> <p>Mayor Dirksen Yes Councilor Buehner Yes Councilor Sherwood Yes Councilor Woodruff Yes</p> <p>Mayor Dirksen requested that staff place these hearing items at the beginning of the May 15 agenda.</p> |

| Agenda Item | Discussion & Comments | Action Items (follow up) |
|-------------|---|--------------------------|
| | <p>sustainable cash flow. He asked that the City Council not delay approval of this claim because of the Grange's financial condition.</p> <p>Councilor Sherwood said she values the Grange building and is sympathetic to their financial issues. However, she said she did not think Tigard voters wanted billboards when they voted for Measure 37. She said she would like to wait a few days to learn what the state legislature proposes for Measure 37.</p> <p>Councilor Buehner commented that the Grange is a wonderful old building and supported maintaining the integrity of this historical property; she questioned whether a billboard would contribute to the integrity.</p> <p>Mayor Dirksen also noted his appreciation of the Grange and said he was disappointed when he saw this application because of its effect on the historical integrity. He said if the City Council decides to delay action on this claim tonight, it will not be just for the sake of delay, but it will be done so the City Council can make a decision based on all of the information.</p> <p>Councilor Woodruff said he would be open to hearing from citizens about what they would like the City Council to do.</p> <ul style="list-style-type: none"> ▪ Alice Ellis-Gaut, Tigard, signed in on the testimony sign-in sheet; however, she was not present to testify. <p>Applicant summation:</p> <ul style="list-style-type: none"> ▪ Steve Morasch responded to an earlier question from Councilor Buehner. He said that only the Truck Terminals and the Tigard Grange had been contacted by a sign company to file a claim for a billboard. He noted one other claim for a sign was made in Tigard, a Chinese restaurant and this request was similar to these two requests before the City Council tonight. | |

| Agenda Item | Discussion & Comments | Action Items (follow up) |
|-------------|--|--|
| | <p>▪ Phil Yount, the current Master of the Tigard Grange reviewed financial expenses coming up for the Grange, including remedying an oil tank leak, which cost \$17,000, and \$7,000 of this has not been paid. He said the Grange membership estimates there are \$50,000 in capital expenses, which need to be paid to continue to operate the building. He said the Grange membership is not a supporter of billboards, but after viewing the presentation from the sign company, the membership did not believe a billboard would significantly detract from the building.</p> <p>Grange member, Mr. Schnetzky, commented on the Grange and its historical value. He agreed that he would not like a billboard. He asked if the City would consider allowing the Grange to install a reader board so they could advertise. He noted the Grange's need for help.</p> | |
| Adjournment | The meeting adjourned at 9:45 p.m. | <p>Motion by Councilor Woodruff, seconded by Councilor Sherwood, to adjourn the meeting.</p> <p>The motion was approved by a unanimous vote of Council present.</p> <p>Mayor Dirksen Yes Councilor Buehner Yes Councilor Sherwood Yes Councilor Woodruff Yes</p> |

Catherine Wheatley, City Recorder

Attest:

Mayor, City of Tigard

Date: _____

i:\adm\cathy\ccm\2007\070508.doc

Agenda Item No. 3.1-6
 For Agenda of July 10, 2007



Tigard City Council Meeting Minutes

Date: May 15, 2007
 Time: 6:30 p.m.
 Place: Tigard City Hall, 13125 SW Hall Boulevard
 Tigard, Oregon
 Attending: Mayor Craig Dirksen Presiding
 Councilor Gretchen Buehner
 Councilor Nick Wilson (after taking Oath of Office at 7:00 p.m.)
 Councilor Sydney Sherwood
 Councilor Tom Woodruff
 Absent:

| Agenda Item | Discussion & Comments | Action Items (follow up) |
|------------------|--|--------------------------|
| Business Meeting | <p>1.1 Mayor Dirksen called the City Council to Order at 6:33 p.m.</p> <p>1.2 Council Present: Mayor Dirksen, Councilors Buehner, Sherwood and Woodruff.</p> <p>1.3 Pledge of Allegiance</p> <p>1.4 Council Communication & Liaison Reports</p> <p>Councilor Buehner reported that the Intergovernmental Water Board met last week and instructed the City Attorney to continue writing the lease for the Water Building as well as the new deed and tenants-in-common agreement.</p> <p>1.5 Call to Council and Staff for Non-Agenda Items</p> <p>City Manager Prosser said there would be an Executive Session prior to the regular Business Meeting to discuss pending litigation under ORS 192.660(2) (h).</p> | |
| | At 6:35 the Council entered into Executive Session to discuss pending litigation under ORS 192.660(2) (h). | |
| | At 6:47 the Executive Session ended and the Council regular business meeting resumed. | |

| Agenda Item | Discussion & Comments | Action Items (follow up) |
|---|---|--------------------------|
| <p>2. Continuation of Ballot Measure 37 Quasi Judicial Public Hearing – Truck Terminals, Inc. (M372006-00001)</p> | <p>Mayor Dirksen announced that Council was back in session. He said the public hearing had been continued from the Council meeting of May 8, 2007 and there would be a brief statement from the City Attorney.</p> <p>City Attorney Ramis said there had been a significant change in the law affecting Measure 37. He noted the City Council had scheduled two Measure 37 Public Hearings for tonight's meeting because they were up against the deadline specified in Measure 37. He said the state legislature had passed a measure in the past week extending the deadline. He said Council had the opportunity to either make a decision tonight or delay it if they have any questions or doubts. He said it could apply to the Davis Case (M372006-00002), tentatively decided earlier, as well as any pending Ballot Measure 27 cases.</p> <p>Mayor Dirksen said he felt rushed for a decision on some Measure 37 claims and thought Council should take the extra time to make sure any decision is the correct one.</p> <p>City Attorney Ramis said that when Council consensus is reached, staff should be directed to notify the applicants. He also asked if the Davis application and Shilo Inn application would also be delayed.</p> <p>Mayor Dirksen said a public hearing had not been held on the Shilo Inn application. He suggested delaying the Davis claim waiver decision as well because the issue is the same.</p> <p>City Manager Prosser clarified that the Shilo Inn public hearing had not been held because the applicant requested a continuance.</p> <p>Council consensus was to delay decisions on the outstanding Ballot Measure 37 claims, including the Shilo Inn and E & V Development Co. (Davis) claims.</p> | |

| Agenda Item | Discussion & Comments | Action Items (follow up) |
|---|--|--|
| 3. Continuation of Ballot Measure 37 Quasi Judicial Public Hearing – Tigard Grange No. 148 (M372006-00002) | This public hearing was not held. See discussion under Agenda Item No. 2. | |
| 4. Discuss Options for Council Position Election | <p>City Recorder Wheatley briefed Council on the council election process and deadlines. She noted that at the May 8, 2007 meeting Council expressed an interest in holding an election in the fall of 2007 to fill the unexpired term of Councilor Harding. At that meeting the City Attorney said a candidate could file and run on either the September or November ballot, whichever Council chose.</p> <p>City Recorder Wheatley said staff recommends that Council call for an election in September or November and that the nomination filing deadline (regardless of the election date) be set for July 9, 2007.</p> <p>Councilor Sherwood said she preferred November because there would likely be more items scheduled for the ballot. City Recorder Wheatley said election costs are shared by jurisdictions that have candidates or measures on the ballot. If Tigard has the only item on a ballot this fall, the City's expense would be about \$2 per registered voter, or \$48,000.</p> <p>City Manager Prosser mentioned that a general election held in an even-numbered year is paid for entirely by the County. For any other election the County divides the costs between those jurisdictions placing items on the ballot.</p> <p>Councilor Woodruff said he thought the only way the election would be held in September would be if there is nothing on the November ballot and the City could share costs with other jurisdictions on the September ballot. Council concurred with this.</p> <p>City Recorder Wheatley clarified that the filing deadline would be July 9, 2007 to leave the option</p> | <p>Councilor Sherwood moved that Council approve the filing deadline of July 9, 2007 for an election to be held in either September or November, whichever is more cost effective. Motion was seconded by Councilor Buehner and passed unanimously.</p> <p>Councilor Buehner Yes Councilor Woodruff Yes Councilor Sherwood Yes Mayor Dirksen Yes</p> |

| Agenda Item | Discussion & Comments | Action Items (follow up) |
|--|---|--------------------------|
| | <p>open for the September election.</p> <p>Mayor Dirksen noted that regardless of when the election is held, the term for this Council position would begin January 1, 2008.</p> | |
| <p>5. Administer Oath of Office to Nick Wilson for Appointment to the Tigard City Council until an Election is Conducted for this Council Position in the Fall of 2007</p> | <p>Mayor Dirksen said, "It is with great pleasure that I recognize former and soon-to-be Councilor, Nick Wilson. The oath of office will be administered by our Municipal Court Judge."</p> <p>Judge O'Brien administered the City Councilor oath of office to Nick Wilson.</p> <p>At 7 p.m. Councilor Wilson joined Council for the remainder of the meeting.</p> | |
| <p>6. Meeting with Municipal Court Judge</p> | <p>Municipal Judge O'Brien and Administrative Services Manager Robinson gave an overview of Tigard's Municipal Court.</p> <p>Judge O'Brien gave a PowerPoint presentation called "2007 Annual Report to Council" a copy of which is available in the City Recorder's office.</p> <p>He noted that Tigard's Municipal Court Programs include:</p> <ul style="list-style-type: none"> ♦ Traffic ♦ Youth Court ♦ Civil Infractions (Tigard Municipal Code violations) <p>He presented highlights of the 2006 caseload:</p> <ul style="list-style-type: none"> ♦ Caseload increased by 6% over 2005. ♦ The major caseload factors were increased speeding and traffic control device citations ♦ Significant decrease in safety belt violations and code enforcement citations ♦ Juvenile caseload declined slightly ♦ Civil infractions declined significantly <p>He said variables affecting the caseload included:</p> <ul style="list-style-type: none"> ♦ Enforcement priorities ♦ Personnel levels and turnover in the traffic unit ♦ Funding levels | |

| Agenda Item | Discussion & Comments | Action Items (follow up) |
|-------------|--|--------------------------|
| | <p>♦ Officer training and vacation schedules for traffic unit</p> <p>Judge O'Brien discussed the Base Fine Schedule, and showed how a \$100 traffic fine is allocated.</p> <p>Councilor Woodruff asked about using juveniles to help clean up graffiti. Administrative Services Manager Robinson said youth would require a higher level of supervision and questioned how much liability a business owner would want to incur.</p> <p>Judge O'Brien said the majority of Youth Court cases in 2006 were theft related and issued from Washington Square. He discussed the Tigard Youth Court Goals which include:</p> <ul style="list-style-type: none"> ♦ Prompt and fair adjudication ♦ Accountability for offenders ♦ Protect the community by deterring repeat offenses ♦ Restitution for victims and community ♦ Active Involvement of parents ♦ Education about laws and legal system <p>Councilor Buehner asked how many cases involved vandalism under the new graffiti ordinance. Judge O'Brien said there have been a few.</p> <p>Judge O'Brien and Administrative Services Manager Robinson discussed the Court Budget, noting that \$992,170 in fines, fees, costs and assessments were imposed in 2006, which is an increase of about 24% over 2005.</p> <p>Councilor Woodruff asked what percentage of fines imposed is collected. Administrative Services Manager Robinson said it was about 70%.</p> <p>Current projects were discussed including studying the feasibility of establishing a criminal court for adult misdemeanors. Judge O'Brien said Tigard's municipal court currently adjudicates about a hundred juvenile delinquency cases per year and a few dozen adult misdemeanors arising under the Tigard Municipal Code. The study will consider staffing requirements, administrative impacts, costs,</p> | |

| Agenda Item | Discussion & Comments | Action Items (follow up) |
|--|---|--|
| | <p>advantages and disadvantages.</p> <p>Councilor Buehner asked what level of misdemeanors would be heard and if this would shorten the amount of time officers spend waiting in Circuit Court or driving to court elsewhere.</p> <p>Judge O'Brien said it would be all levels - anything punishable by less than a year in jail. He said they will meet with Council again after the feasibility study is complete.</p> <p>He told Council they were welcome to attend Tigard Municipal Court anytime, as a spectator.</p> | |
| <p>7. Receive Burnham Street Project Design Update</p> | <p>Mayor Dirksen acknowledged that several people were in the audience regarding this item but that this was not a public hearing to receive testimony. He invited them to stay and listen to the project update from Community Development. He also invited them to the next Fifth Tuesday meeting, scheduled for May 29, 2007.</p> <p>City Manager Prosser noted that a letter dated May 15, 2007 and signed by downtown Tigard property owners, business owners and employees was submitted for the record.</p> <p>Engineer Duenas briefed Council on the design progress of the Burnham Street Project which is at 60% completion. He said he also wanted to bring up an issue regarding the roundabout.</p> <p>Engineer Duenas said a Neighborhood Open House was held on March 22, 2007, with Burnham Street area property owners and other citizens attending. He said another Open House would be held as design progress reaches 90%.</p> <p>He said an issue has arisen with the roundabout proposed for the Ash Avenue/Burnham Street intersection because it requires significant property acquisition and creates potential driveway access problems. He said that in the long term, these issues can be solved, but in the short term, they will be problems.</p> | <p>The Council consensus is to move forward with a traditional intersection now but maintain the roundabout option for the future.</p> |

| Agenda Item | Discussion & Comments | Action Items (follow up) |
|--|---|--------------------------|
| | <p>Councilor Woodruff said he appreciated the City Center Advisory Commission's recommendation and was in favor of taking the roundabout out.</p> <p>Mayor Dirksen said he did not realize impacts on the property owners until he saw the report. He suggested leaving it on the table until the property is developed in the future, preserving the option for future Councils and developers.</p> <p>Councilor Wilson said he likes the aesthetics and function of the roundabout. He said it would probably not get built down the road if it is not done now. He asked if the issue was primarily the cost or disruption to businesses.</p> <p>Mayor Dirksen said it was the disruption. He said there were other things that can be done to make the intersection special and attractive and suggested looking at the Downtown Streetscape Plan for ideas.</p> | |
| 8. Receive Briefing on Comprehensive Plan Update | <p>Associate Planner Wyss presented the Comprehensive Plan Update. He said the open houses held to kick off the public involvement process included three components: 1) getting the public up to speed on the process; 2) gathering feedback on the draft Comp Plan goals; and 3) getting people signed up for further participation.</p> <p>He said the feedback received indicates the community generally agrees with the goals and that Policy Interest Teams have been assembled.</p> <p>He said the next step is to begin formulating policies and action measures. Public involvement will be continued through presentations and displays at community events, workshops and hearings.</p> <p>Councilor Buehner said she understood, from her time on the Planning Commission, there would be opportunities for people to give input prior to the public hearings. Associate Planner Wyss said this idea was not dropped and that people will have a chance to attend Planning Commission workshops.</p> <p>Councilor Woodruff stated that there is still some</p> | |

| Agenda Item | Discussion & Comments | Action Items (follow up) |
|--|--|--|
| | <p>public confusion about what a comp plan is and he recommended that they continue to talk about it as a "blueprint."</p> | |
| <p>9. Review Regional Transportation Plan (RTP) Projects for Metro</p> | <p>Engineer Duenas said Metro is updating the Regional Transportation Plan (RTP) in compliance with state and federal requirements. This update will be submitted to the federal government in March, 2008.</p> <p>He said staff has prepared a list of projects crucial to Tigard and said Council will be asked to review, discuss and approve this list, with the understanding that the list will change as City staff coordinates with other jurisdictions.</p> <p>He said some projects were the Oregon Department of Transportation's yet contain sections for which Tigard would have planning responsibility. He used the example of 72nd Avenue where Tigard is in charge of both ends but the overpass falls under ODOT's responsibility. He said, "If we don't work together we'll have five lanes constricted to three."</p> <p>Engineer Duenas said a requirement is that the projects go through a public process. He asked Council to approve the list but also noted that some projects may change. He said Tigard may combine some projects so they qualify for federal funding over \$1 million which is another requirement.</p> <p>Mayor Dirksen complimented Engineer Duenas on his preparation and said he hoped the fact that Tigard is well prepared will help with approval of our projects.</p> <p>Councilor Buehner suggested maximizing opportunities for the public to see the project list and give input.</p> <p>Councilor Woodruff cautioned about raising people's hopes as they view the list as not all of these planned projects will be funded.</p> | <p>Council was supportive of the proposed project list presented by Engineer Duenas.</p> |

| Agenda Item | Discussion & Comments | Action Items (follow up) |
|--|--|--------------------------|
| <i>City Center Development Agency Meeting</i> | At 8:28 p.m. Mayor Dirksen recessed the Council meeting and convened the City Center Development Agency meeting. | |
| 10. Review FY 07-08 Downtown Land Use and Urban Design Planning | <p>Mayor Dirksen called the CCDA meeting to order and Deputy City Recorder Krager called the roll.</p> <p>Senior Planner Nachbar presented the Fiscal Year 2007-08 Update of the Downtown Implementation Strategy. He said this document is the key document organizing and prioritizing policies and actions for Tigard's downtown. He said it provides specific direction to staff and the City Center Advisory Commission and includes a 1-Year Work Program and 3-Year Action Plan. This update is on file in the City Recorder's Office.</p> <p>He said the next year will be formative in that some major projects will begin:</p> <ul style="list-style-type: none"> ♦ The land use and design guidelines will be put in place. ♦ A public plaza site will be selected. ♦ Construction plans for Fanno Creek Park will be completed by the end of the year. He said there will be a development strategy in place. <p>Councilor Sherwood asked if there was money set aside for marketing materials. Senior Planner Nachbar said there was none in fiscal year 07-08 but materials for developers would be produced this year.</p> <p>Councilor Buehner said she understood that some CCAC members are working on materials promoting urban renewal. Senior Planner Nachbar said the CCAC recognizes the need to get the message out to the public and was working on some materials, including a logo.</p> <p>Councilor Wilson asked if marketing materials will include demographics and information that will make decision makers want to develop here. He suggested extending marketing efforts nationally, selling the Portland area, the west side and our own area by talking up the features in the area. He said</p> | |

| Agenda Item | Discussion & Comments | Action Items (follow up) |
|--|---|--------------------------|
| | <p>Tigard's proximity to 217 and I-5 makes it a very desirable location.</p> <p>Senior Planner Nachbar said that marketing pieces will evolve over time as our needs are clarified.</p> <p>Councilor Wilson said he would like to see the first component of the market analysis moved ahead and if it is not budgeted, would like to see money put in for it.</p> | |
| <p>11. Review Downtown Land Use and Urban Design Planning Overview</p> | <p>Associate Planner Farrelly gave an overview of downtown land use and urban design planning. He said the next phase for the Downtown revitalization is to establish the framework for the design and development of the Downtown, including the physical character, form and quality of new public and private development.</p> <p>Mr. Farrelly said an upcoming decision for Council is determining to what extent private development design will be regulated. He described Form Based Code and mentioned that some members of the CCAC will be attending a workshop on Form Based Code.</p> <p>Mayor Dirksen asked if there was a limit on what design standards a government can mandate.</p> <p>Associate Planner Farrelly said some Oregon communities go very far. He said for example, Portland has a Design Review Board.</p> <p>He said the Planning Commission and Council will hold public hearings on the following: land use designations; building and site design standards; design guidelines and procedures; and amending the Transportation System Plan to refine circulation.</p> <p>Councilor Wilson expressed concern about parking and suggested taking a more active role in planning so there are not just many little chopped-up lots. He suggested the City could build a parking lot and charge businesses a fee in lieu of providing parking.</p> | |

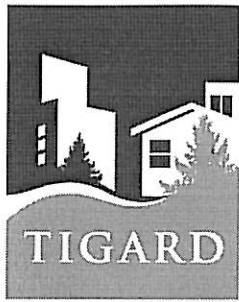
| Agenda Item | Discussion & Comments | Action Items (follow up) |
|--------------------|---|---|
| 12. Adjournment | The City Center Development Agency/Council meeting was adjourned at 9:14 p.m. | <p>Councilor Woodruff moved for adjournment. Councilor Buehner seconded the motion and the motion passed unanimously.</p> <p>Councilor Buehner Yes Councilor Wilson Yes Councilor Woodruff Yes Councilor Sherwood Yes Mayor Dirksen Yes</p> |

Attest:

Carol A. Krager, Deputy City Recorder

Mayor, City of Tigard

Date: _____



MEMORANDUM

TO: Honorable Mayor & City Council

FROM: Cathy Wheatley, City Recorder

RE: Three-Month Council Meeting Calendar

DATE: July 10, 2007

Agenda Item No. 3.2.a.
For Agenda of July 10, 2007

Regularly scheduled Council meetings are marked with an asterisk (*).

July

| | | |
|-----|---------|--|
| 10* | Tuesday | Council Business Meeting – 6:30 pm, Town Hall |
| 17* | Tuesday | Council Workshop Meeting – 6:30 pm, Town Hall (Tentatively: Joint Meeting with Intergovernmental Water Board and Lake Oswego City Council) |
| 24* | Tuesday | Council Business Meeting – 6:30 pm, Town Hall |

August

| | | |
|-----|---------|---|
| 14* | Tuesday | Council Business Meeting – 6:30 pm, Town Hall |
| 21* | Tuesday | Council Workshop Meeting – 6:30 pm, Town Hall |
| 28* | Tuesday | Council Business Meeting – 6:30 pm, Town Hall |

September

| | | |
|-----|---------|---|
| 11* | Tuesday | Council Business Meeting – 6:30 pm, Town Hall |
| 18* | Tuesday | Council Workshop Meeting – 6:30 pm, Town Hall |
| 25* | Tuesday | Council Business Meeting – 6:30 pm, Town Hall |

Tigard City Council Tentative Agenda 2007

Agenda Item No. 326
Meeting of July 10, 2007

| | | | | | |
|--|--|---|---|--|--|
| Meeting Date: Meeting Type/Time: Location: Greeter: Materials Due @ 5: | July 10, 2007 Business/CCDA//6:30 p.m. City Hall June 26, 2007 | Meeting Date: Meeting Type/Time: Location: Greeter: Materials Due @ 5: | July 17, 2007 Joint LO Mtng/6:30 City Hall July 3, 2007 | Meeting Date: Meeting Type/Time: Location: Greeter: Materials Due @ 5: | July 24, 2007 Business/6:30 p.m. City Hall July 10, 2007 |
| Study Session | | Workshop Agenda | | Study Session | |
| Council Discussion re Changes to Council Groundrules - Cathy W. - 10 min. | | Joint Meeting with Intergovernmental Water Board and the Lake Oswego City Council to Continue Discussions on a Possible Water Partnership | | City Manager Review - Sandy Z. Briefing on Proposed IGA with Metro to provide PD Support to Enforce Metro Illegal Disposal Ordinance - Chief D. - 10 min. | |
| Consent Agenda | | NO OTHER ITEMS WILL BE SCHEDULED | | Consent Agenda | |
| Approve Workers Compensation Insurance Coverage for City Volunteers - Loreen Approve Homeland Sec. Grant Application - Chief D. | | | | Amend CCI Bylaws to Remove Planning Commission Liaison Requirement- Tom C. - RES Amend Tree Board Bylaws to Remove Planning Comm. Membership Requirement - Tom C. - RES Resolve to Pay Metro Mapping Fees incurred by New Annexations - Tom C. - RES | |
| Business Meeting | | | | Business Meeting | |
| Overview of Metro's Drive Less/Save More Campaign in Tigard - Reg. Trans. Options Mgr. Pam Peck - Cathy W. - 10 min. Tigard's Final Project List Submittal for Metro's RTP Update - Gus. D. - PPT - 10 min. Joint Meeting of CCDA/CCAC for Discussion with Downtown Redevelopment Strategy Consultant to begin discussions on Downtown Real Estate Strategy - Sean F. - 60 min. Continue 6/26/07 Discussion Regarding City Councilor Election or Appointment - Cathy W. 10 min. | | | | Chamber of Commerce Rep. - 10 min. Is Tigard a Good Place to Grow Old? - Presentation by Wash. Co. Disability, Aging & Veteran Svcs. - Loreen - 30 min. Info. Public Hearing - Finalize Sewer Reimb. Dist.# 40 (Ann St.) - PPT - RES - Gus. D. - 15 min. Info. Public Hearing - Form Sewer Reimb. Dist.# 44 (Cherry Dr.) - PPT - RES - Gus D. - 10 min. Review Fanno Creek Park & DT Plaza Master Plan Development - Phil N. - 50 mins. Council Goal Update - Admin. - 15 min. SI | |
| Time Avail: 135 min. - Time Scheduled: 90 min. Time Left: 45 min. | | Time Avail: 200 min. - Time Scheduled: 90 min. Time Left: 110 min. | | Time Avail: 135 min. - Time Scheduled: 130 min. Time Left: 5 min. | |

Tigard City Council Tentative Agenda 2007

| | | | | | |
|--|--|---|---|--|--|
| Meeting Date: Meeting Type/Time: Location: Greeter: Materials Due @ 5: | August 14, 2007 Business/6:30 p.m. City Hall July 31, 2007 | Meeting Date: Meeting Type/Time: Location: Greeter: Materials Due @ 5: | August 21, 2007 Workshop/6:30 p.m. City Hall August 7, 2007 | Meeting Date: Meeting Type/Time: Location: Greeter: Materials Due @ 5: | August 28, 2007 Business/6:30 p.m. City Hall August 14, 2007 |
| Study Session | | Workshop Agenda | | Study Session | |
| | | I-5 to 99W Connector Project Briefing - Gus. D. - 30 min.- PPT Zone Changes Upon Annexation - Dick B. - 30 min. | | City Manager Review - Admin. | |
| | | | | Consent Agenda | |
| Approve Amendment #2 to Tri-Met IGA for Transit Police Services. - Chief D. Approve Metro IGA to provide PD Support for Enforcement of Metro Illegal Disposal - Chief D. | | | | | |
| Business Meeting | | | | Business Meeting | |
| Approve TMC Amendment Changing Current Business Tax Structure - Chief D. - 20 min. - ORD Modify 07-08 Citywide Master Fees and Charges Schedule to Add Changes to Business Tax - Chief D. - 5 min. - RES Finalize Sewer Dist. #37 (87th & Hall) -Info. Pub. Hearing - Gus. D. - PPT - RES - 15 min. Downtown Urban Design Planning Update - CCAC and PC Recommendations - Tom. C - 20 min. Public Hearing Amend TMC re Chief Petitioners Req'd to be Tigard Voters for Tigard-Related Initiatives & Referenda - Cathy W. - 20 min Public Hearing - Exemption from Formal Solicit. for Hiteon Cr. Stream Restoration - Dennis 10 min | | | | Chamber of Commerce Rep. - 10 min. Proc.-Nat'l Alcohol & Drug Addiction Recovery Month - Joanne B. - 5 min. Update of Library Technical Resources - Margaret PPT - 15 min. Summer Reading Recap - Margaret B.-PPT-10 min. | |
| Time Avail: 135 min. - Time Scheduled: 90 min. Time Left: 45 min. | | Time Avail: 200 min. - Time Scheduled: 60 min. Time Left: 140 min. | | Time Avail: 135 min. - Time Scheduled: 40 min. Time Left: 95 min. | |

Tigard City Council Tentative Agenda 2007

| | | | | | |
|--|--------------------|---|--------------------|---|--------------------|
| Meeting Date: | September 11, 2007 | Meeting Date: | September 18, 2007 | Meeting Date: | September 25, 2007 |
| Meeting Type/Time: | Business/6:30 p.m. | Meeting Type/Time: | Workshop/6:30 p.m. | Meeting Type/Time: | Business/6:30 p.m. |
| Location: | City Hall | Location: | City Hall | Location: | City Hall |
| Greeter: | | Greeter: | | Greeter: | |
| Materials Due @ 5: | August 28, 2007 | Materials Due @ 5: | September 4, 2007 | Materials Due @ 5: | September 11, 2007 |
| Study Session | | Workshop Agenda | | Study Session | |
| | | Budget Committee - Bob S. - 30 min. SI Joint Meeting with Park and Recreation Advisory Board - Dennis K./Dan P. - 30 min. SI | | | |
| Consent Agenda | | | | Consent Agenda | |
| | | | | | |
| Business Meeting | | | | Business Meeting | |
| THS Student Envoy - 10 min. Annual Police Depart. Update - Bill D. - 30 min.- SI Review Fanno Creek Park and DT Plaza Master Plan Development Progress - Phil N. - 50 min. | | | | Chamber of Commerce Rep. - 10 min. | |
| Time Avail: 135 min. - Time Scheduled: 90 min. Time Left: 45 min. | | Time Avail: 200 min. - Time Scheduled:60 min. Time Left: 140 min. | | Time Avail: 135 min. - Time Scheduled: 10 min. Time Left: 125 min. | |

Agenda Item #

Meeting Date

7/10/07

COUNCIL AGENDA ITEM SUMMARY

City Of Tigard, Oregon

Issue/Agenda Title Approve Workers' Compensation Insurance for Volunteers through CCIS

Prepared By: Loreen Mills *Loreen Mills* Dept Head Approval: CP City Mgr Approval: CP

ISSUE BEFORE THE COUNCIL

Should the City continue to provide workers' compensation insurance to volunteers to protect them if they are injured during their volunteer work time?

STAFF RECOMMENDATION

Approve resolution to provide workers' compensation benefits to City volunteers 7/1/07 through 6/30/08.

KEY FACTS AND INFORMATION SUMMARY

- Protect City volunteers by providing Workers' Compensation Insurance for them when they volunteer
- Workers' compensation insurance is less costly and provides more benefits than health insurance
- City Council has placed high value on volunteers and the volunteer program and has provided this coverage for several years to protect volunteers if they are injured during volunteer work
- Oregon law requires cities decide whether workers' compensation insurance will be provided to volunteers (ORS 656.031)
- City County Insurance Services requires Council adopt a resolution to declare provision of volunteer workers' comp coverage

OTHER ALTERNATIVES CONSIDERED

- Provide health care coverage and accidental death & dismemberment insurance rather than workers' compensation insurance for volunteers. Health & accidental death/dismemberment insurance coverage is too expensive and would provide less coverage for volunteers than workers' comp.

CITY COUNCIL GOALS

"On-going tasks, programs and projects that serve and protect Tigard citizens" was identified as very important as part of Council's 2007 Goals document. Tigard's volunteer program is an important component to a healthy community. This action reduces the City's liability exposure by insuring volunteers if they become injured during their volunteer activity.

ATTACHMENT LIST

- Resolution & Exhibit A – List of volunteer opportunities and assumed wages used to calculate insurance benefits.

FISCAL NOTES

Workers' compensation insurance premiums for volunteers are in the 07/08 fiscal year budget. About \$10,000 of the City's workers comp premium provides coverage for City volunteers.

CITY OF TIGARD, OREGON
TIGARD CITY COUNCIL
RESOLUTION NO. 07-_____

A RESOLUTION EXTENDING CITY OF TIGARD'S WORKERS' COMPENSATION
COVERAGE TO VOLUNTEERS OF THE CITY.

WHEREAS, the City of Tigard acknowledges the valuable service rendered by City of Tigard volunteers;
and

WHEREAS, the City of Tigard wishes to protect City volunteers by providing injury insurance for them
when they volunteer; and

WHEREAS, Workers' Compensation insurance is less costly and provides more benefits than health
insurance; and

WHEREAS, the City Council places high value on volunteers and the volunteer program and has provided
this coverage for several years to protect volunteers if they are injured during volunteer work; and

WHEREAS, Oregon law requires cities decide whether workers' compensation insurance will be provided to
volunteers (ORS 656.031); and

WHEREAS, the City of Tigard participates in the City County Insurance Services (CIS) Group Self-
Insurance Program, which requires a resolution be adopted annually by the Tigard City Council to extend
workers' compensation insurance coverage to City of Tigard volunteers.

NOW, THEREFORE, BE IT RESOLVED by the Tigard City Council that:

SECTION 1: Pursuant to ORS 656.031, workers' compensation coverage will be provided to
classifications listed on the attached Volunteer Program Worksheet (Exhibit A). Assumed
wages for police reserve officers, boards and commissions, and the Mayor and Council are
provided on attached Exhibit A. An assumed hourly wage of \$7.80 will be used for all other
volunteers.

SECTION 2: A roster of active volunteers is updated monthly for reporting purposes. It is acknowledged
that CIS may request copies of these rosters during year-end audit.

SECTION 3: Unanticipated volunteer projects or exposures not addressed herein will be added to the City
of Tigard's coverage agreement by endorsement and advance notice to CIS, allowing at
least two weeks for processing. It is hereby acknowledged that worker's compensation for
unanticipated volunteer projects cannot be backdated.

SECTION 4: This resolution will be updated annually as long as Tigard is a member of the CIS Workers'
Compensation Self-Insurance Services Group.

SECTION 5: The coverage effected by this resolution is for the 2007/2008 coverage year July 1, 2007 through June 30, 2008) with the City's membership in the CIS Workers' Compensation Self-Insurance Services Group.

SECTION 6: This resolution is effective immediately upon passage this 10th day of July 2007.

Mayor - City of Tigard

ATTEST:

City Recorder - City of Tigard

| Position Title | WC Code | Volunteers Anticipated (number of) | Volunteer Time Anticipated (in hours) | Assumed Wage (per hour) | Notes | Estimated Payroll |
|--|---------|------------------------------------|---------------------------------------|-------------------------|---|-------------------|
| Boards & Committees | 8742V | N/A | N/A | \$2,500/ board/yr | 15 boards & commissions(see list @ bottom of page 2). Meetings & limited travel to view field sites | \$37,500 |
| Building Maintenance | 9015V | 4 | 50 | \$7.80 | Room set up & tear down, general cleaning | \$390 |
| CERT Volunteers Training & Activation | 7720V | 25 | 1000 | \$800/ month/ member | Initial training & activation | \$240,000 |
| City Council & Mayor | 8742V | 5 | 1040 | \$800/ month/ member | Council meetings & other council duties | \$48,000 |
| City Council 5th Tuesday Facilitator | 8810V | 2 | 8 | \$7.80 | Volunteer facilitator for 4 Council meetings a year | \$62 |
| Citywide Celebrations | 9402V | 500 | 1,750 | \$7.80 | Earth Day, Make A Difference Day, etc. Includes planting trees, library shelf cleaning, community cleanup, street cleanup patrols | \$13,650 |
| Community Service Supervisors | 7720V | 5 | 750 | \$7.80 | Supervision of community service, PEER Court & Municipal Court work crews/individuals. | \$5,850 |
| DARE Camp Supervisors | 9015V | 60 | 4800 | \$7.80 | Mentoring kids at camp (does NOT include driving) | \$37,440 |
| Door to Door Distribution | 9410V | 3 | 30 | \$7.80 | Delivery of brochures/door hangers | \$234 |
| Election Ballot Collectors | 9410V | 5 | 10 | \$7.80 | Collecting ballots at drive-up collection point (not ROW) | \$78 |
| Engineering Project Notice Asst. | 8742V | 1 | 30 | \$7.80 | Prepares & distributes project advance notices - No driving allowed (rides in City rig with City EE driving) | \$234 |
| Graffiti Removal Maintenance | 5474V | 12 | 100 | \$7.80 | Painting over graffiti on bldgs (not ROW). City provides paint, brushes, cleaning solvent | \$780 |
| Graphics Art Designer (Painting Design on Trailer) | 9505V | 1 | 100 | \$7.80 | Installing art by painting trailer - no ladder work. | \$780 |
| Grant Writer Assistants (Indoors Only) | 8810V | 2 | 70 | \$7.80 | Working in office setting or in the home. | \$546 |
| Juvenile Court Offenders | 7720V | 50 | 500 | \$7.80 | Juveniles from Municipal Court providing community service | \$3,900 |
| Library Volunteers (No travel) | 8810V | 360 | 17500 | \$7.80 | All tasks in-house; check-in materials, shelving, data entry, processing new materials, etc. | \$136,500 |
| Library Volunteers (Traveling) | 7380V | 20 | 500 | \$7.80 | Driving personal vehicles to homes of "shut ins" deliver materials | \$3,900 |

| Position title | WC Code | Volunteers Anticipated (number of) | Volunteer Time Anticipated (in hours) | Assumed Wage (per hour) | Notes | Estimated Payroll |
|---------------------------------|---------|------------------------------------|---------------------------------------|-------------------------|---|--------------------|
| Office Assistance | 8810V | 7 | 850 | \$7.80 | Clerical type work assignments in administrative offices | \$6,630 |
| Painting Services (Interior) | 5474V | 10 | 100 | \$7.80 | Bldg. interiors with latex paint & ladders | \$780 |
| Park Landscape Maintenance | 9102V | 400 | 1500 | \$7.80 | Planting trees, blackberry removal, greenway cleanup, path clean up, trail maintenance. This code allows use of gas powered leaf blowers and reciprocating weed eaters. | \$11,700 |
| PEER Court Service | 8820V | 24 | 450 | \$7.80 | Teenagers serving as attorneys, jurors, clerks in court room. Adults serving as judges and facilitation of process. | \$3,510 |
| Photographer | 4361V | 3 | 80 | \$7.80 | Photographer indoors and outdoors - can use ladder | \$624 |
| Police Crime Prevention Support | 8810V | 2 | 300 | \$7.80 | In office work only | \$2,340 |
| Reserve Police Officers | 8411V | 12 | 4500 | \$4,250 * | * Assumed wage is per month each | \$612,000 |
| Storm/Water Maintenance | 9402V | 100 | 500 | \$7.80 | Stenciling catch basins, Adopt-A-Creek program with weeding & limited trash removal & cleaning/painting water hydrants. This code allows use of gas powered leaf blowers and reciprocating weed eaters. | \$3,900 |
| Street Cleanup Program | 9402V | 100 | 600 | \$7.80 | Roadside cleanup. This code allows use of gas powered leaf blowers and reciprocating weed eaters. | \$4,680 |
| Temporary Sign Removal | 9402V | 2 | 40 | \$7.80 | Driving personal vehicles to discover and remove illegal temporary signs. | \$312 |
| Traffic & Accident Data Coord. | 5506V | 1 | 230 | \$7.80 | Office work and work within the ROW. Minimal traffic control & will require flagging training from certified COT staff member. | \$1,794 |
| Translators | 8810V | 2 | 80 | \$7.80 | Working in office setting or in the home translating information from one language to another. | \$624 |
| | | | | | | \$1,178,738 |

15 Boards, Committees & Task Forces - WC Code 8742V

Budget Committee, Building Appeals Board, Committee For Citizen Involvement, City Center Advisory Commission, Financial Strategies Task Force, Fanno Creek Park Master Plan Steering Committee, Highway 99W Citizen Advisory Committee, Intergovernmental Water Board (2 or 3 members only; Tigard representatives and at-large member if appointed by City), Library Board, Park & Recreation Advisory Board, Planned Development Code Review Committee, Planning Commission, Transportation Financial Strategies Task Force, Tree Board, Tigard Youth Advisory Council

Agenda Item #

Meeting Date

July 10, 2007

COUNCIL AGENDA ITEM SUMMARY

City Of Tigard, Oregon

Issue/Agenda Title Consent Agenda: Approve 2007 Homeland Security Grant Application

Prepared By: Chief Bill Dickinson Dept Head Approval: _____ City Mgr Approval: CR

ISSUE BEFORE THE COUNCIL

Should the City Council approve a Homeland Security grant application in the amount \$50,930.

STAFF RECOMMENDATION

Approve the grant application to the Oregon Office of Homeland Security.

KEY FACTS AND INFORMATION SUMMARY

The City's grant application procedures require that any grant application above \$24,999 be approved by the City Council before submitting to the granting agency. The City in conjunction with the Washington County Office of Consolidated Emergency Management and other local jurisdictions in the area have worked together on developing the grant application that will be submitted jointly to compete for the State of Oregon allocation to the each of the county's. If approved at the state level, the City of Tigard could receive funds up to \$50,930 to fund the acquisition of eight portable radios, equipment to perform fit testing for respirators that would be used in emergency situations, and an assessment study to determine the feasibility of using wireless technology to maximize the use of the mobile data computers that are installed in police vehicles. There is no requirement in the grant that the City must use local funds as a match in order to obtain the funding.

OTHER ALTERNATIVES CONSIDERED

N/A

CITY COUNCIL GOALS

N/A

ATTACHMENT LIST

Grant Cover Sheet, City of Tigard Grant Worksheet

FISCAL NOTES

The City would obtain federal funds in the amount of \$50,930 without any match requirement. This is not included in the FY 2007-08 Adopted Budget.

FY 2007 HOMELAND SECURITY GRANT PROGRAM COVER SHEET

The county submitting agency and each agency that requests a direct award
must submit a Cover Sheet

Program Title: Capital Investment '07

County Applicant Agency: Office of Consolidated Emergency Mgmt. for Washington County

Collaborating Agency: City of Tigard

Agency size: 340

Number of full time employees: 243 Number of part-time employees: 97

Number of volunteers: 66 - Police Department

Population served by agency: 45,130 Geographic area served by agency: 11.5 Sq. Mi.

as reported by the Population Research Center at Portland State University:

<http://www.upa.pdx.edu/CPRC/publications/annualorpopulation.html>

Federal Funds Requested: \$ 0 (SHSP)

\$ 50,930 (LETPP)

\$ 0 (CCP)

Program Start Date: September 1, 2007

Program End Date: May 31, 2010

Physical Address: 13125 SW Hall Blvd.
Tigard, OR 97223

Mailing Address: 13125 SW Hall Blvd.
Tigard, OR 97223

Program Contact/Phone number: Mr. Tom Imdieke / (503)718-2554

e-mail: tomi@tigard-or.gov fax number: (503)670-1561

Fiscal Contact/Phone Number: Mr. Roger Dawes / (503)718-2493

e-mail: roger@tigard-or.gov fax number: (503)684-7297

Agency Federal Tax Identification Number: 93-0503941

Authorized Official for the Agency: Craig Prosser, City Manager

Signature of authorized official: _____

☒ I have reviewed the application and concur with the project prioritization _____ (initial)

☐ I have reviewed the application and do not concur with the project prioritization _____ (initial)

**City of Tigard
Homeland Security Grant Worksheet**

**Agency: Washington County
Project Two: Communications**

| <u>Equipment Category</u> | <u>Item</u> | <u>Quantity</u> | <u>Unit Cost</u> | <u>Total Cost</u> | <u>Agency</u> | <u>Discipline</u> | <u>Program</u> |
|---------------------------|---|-----------------|------------------|-------------------|--------------------------|-------------------|----------------|
| IO Communications | 800 MHz Portable Radio (Motorola XTS5000 w/battery, charger, case, etc.) AEL 06CP-01-PORT | 8 | \$3,500.00 | \$28,000.00 | Tigard Police Department | LE | LETPP |

| <u>Planning / Description of Expense</u> | <u>Total Cost</u> | <u>Agency</u> | <u>Program</u> |
|--|-------------------|----------------|----------------|
| Assessment study for integration into Washington County Secure Mobile/Wireless | \$15,000.00 | City of Tigard | LETPP |

**Agency: Washington County
Project Three: Incident Response**

| <u>Equipment Category</u> | <u>Item</u> | <u>Quantity</u> | <u>Unit Cost</u> | <u>Total Cost</u> | <u>Agency</u> | <u>Discipline</u> | <u>Program</u> |
|---------------------------|--|-----------------|------------------|-------------------|--------------------------|-------------------|----------------|
| Other Authorized Eqpment | Universal Respirator Fit Tester AEL 01AR-07-FTST | 1 | \$7,930.00 | \$7,930.00 | Tigard Police Department | LE | LETPP |

Agenda Item #

Meeting Date

July 10, 2007

COUNCIL AGENDA ITEM SUMMARY

City Of Tigard, Oregon

Issue/Agenda Title Overview of Metro's *Drive Less/Save More* Campaign in Tigard

Prepared By: Cathy Wheatley

Dept Head Approval: cl

City Mgr Approval: cl

ISSUE BEFORE THE COUNCIL

Metro Regional Transportation Options Manager Pam Peck will review Metro's *Drive Less/Save More* Campaign in Tigard.

STAFF RECOMMENDATION

No action required; presentation only.

KEY FACTS AND INFORMATION SUMMARY

Metro Regional Transportation Options Manager Pam Peck will review how the *Drive Less/Save More* campaign is working in Tigard. The presentation will include a look at campaign advertisements, information about campaign resources, outreach activities, and new travel options programs.

The website address for this program is: [http://www.driveless.savemore.com./](http://www.driveless.savemore.com/)

OTHER ALTERNATIVES CONSIDERED

N/A

CITY COUNCIL GOALS

Increase Tigard's involvement with Metro.

ATTACHMENT LIST

Printout of the home page of Metro's *Drive Less Save More* web site.

FISCAL NOTES

N/A

Drive less. Save more.

[travel options](#)

[driving resources](#)

[partners](#)

[about us](#)



Check out the newly expanded regional Bike There! map.

Enter the Family Challenge

save time and money
group your trips together

find travel options

calculate your savings

already saving more? share your strategy

make a pledge and get a decal

Follow local gas price trends!
View gas price trends for Oregon and SW Washington (provided by AAA and DLSP)

TripCheck.com now provides public transit information

Go by Van
MetroVanpool offers great new incentive

©2006 DriveLessSaveMore.com | Today's Congestion | About Us | Partners | Contact Us | Site Map | A Pop Art ® Production

Agenda Item #

Meeting Date

July 10, 2007

COUNCIL AGENDA ITEM SUMMARY

City Of Tigard, Oregon

Issue/Agenda Title Final Project List Submitted for Metro's Regional Transportation Plan (RTP) Update

Prepared By: A.P. Duenas

Dept Head Okay

TC/ru

City Mgr Okay

CR

ISSUE BEFORE THE COUNCIL

Presentation of the final project list submitted by the City to Washington County for incorporation into a master list, containing all the projects from the County and its cities, for submittal to Metro.

STAFF RECOMMENDATION

Review and approval of the final list submitted by the City. The list submitted is a refined version of the draft project list reviewed and approved by City Council at the May 15, 2007 Council meeting.

KEY FACTS AND INFORMATION SUMMARY

Metro is currently in the process of updating the Regional Transportation Plan (RTP) in compliance with state and federal requirements. The current RTP was adopted in 2004 and contains a list of projects forecasted to the year 2020. The current update will extend the planning horizon through 2035. The updated RTP must be submitted to the federal government in March 2008. The City staff has been working with the Washington County Transportation Advisory and Coordinating Committees to ensure a well-coordinated and synchronized submittal to Metro. Metro has requested and received a consolidated master list from Washington County containing projects from the County and its cities. Tigard's final submittal has been slightly modified to eliminate duplication and is integrated into the County's master list.

A draft list of projects was presented for Council review and approval at the May 15, 2007 Council meeting. Council approved the draft list for submittal with the understanding that the list is a work-in-progress and will change as City staff coordinates with surrounding jurisdictions, Washington County and ODOT. The projects submitted represent a 200% list, from which a 100% list will be selected. The 200% list includes all potential projects for inclusion while the 100% list is expected to form the financially constrained system, which consists of projects that can be funded with anticipated revenue from existing funding mechanisms during the planning period. Projects must be included in the RTP financially constrained system to be eligible for most federal and state funding programs.

Attached are the City's final project list incorporated into Washington County's master list for submittal to Metro and a map showing the locations of the projects on the City's list.

OTHER ALTERNATIVES CONSIDERED

None

COUNCIL GOALS

Implementation of transportation-related projects supports the Council goal of alleviating congestion within the City and on Highway 99W.

ATTACHMENT LIST

1. Final City Project List
2. Map showing locations of projects on the City's list

FISCAL NOTES

Projects that are selected to be part of the financially constrained system will be eligible for state and federal funding. The City's portion of the target allocation to Washington County (\$4.2 billion) is approximately \$450 million. The actual estimated amount based on the project list is \$373.5 million. The grand total for Washington County and its cities (based on the master list submitted) is \$3.07 billion, which leaves about \$1.2 billion as cushion should estimated costs rise as the detailed cost estimates are prepared during the next two months.










City of Tigard
Final Project List
2035 Regional Transportation Plan Update

| 2004 RTP ID | Primary Sponsor | Secondary Sponsor | Project/Program Name | Project Start Location (Identify starting point of project) | Project End Location (Identify terminus of project) | Project Length (to nearest tenth mile) | Local Functional Classification | Description | Estimated Cost (\$2007) | Estimated Implementation Time Period |
|-------------|-----------------|-------------------|---|---|---|--|---------------------------------|---|-------------------------|--------------------------------------|
| 6008 Tigard | | | Washington Square Connectivity Improvements | Washington Square local street connections | Washington Square local street connections | 4.13 | Collector | Increase local street connections at Washington Square Center based on recommendations in regional center plan | \$ 8,160,000 | 2018-2025 |
| 6011 Tigard | | | Highway 217 Overcrossing - Cascade Plaza | Nimbus | Locust | 0.63 | Collector | Provide a new connection from Nimbus to Washington Square south of Scholls Ferry Road. | \$ 35,372,711 | 2018-2025 |
| 6016 Tigard | | | Greenburg Road Improvements, South Washington Square Regional Center Pedestrian | Shady Lane | North Dakota | 0.23 | Arterial | Widen to 5 lanes with bikeways and sidewalks. Includes bridge replacement. | \$ 5,616,000 | 2008-2017 |
| 6022 Tigard | | | Improvements | Various | Various | 2.51 | Other | Improve sidewalks, lighting, crossings, bus shelters, and benches at Washington Square | \$ 9,428,188 | 2018-2025 |
| 6031 Tigard | | | Greenburg Road Improvements | Tiedeman Avenue | Highway 99W | 0.77 | Arterial | Widen to 5 lanes | \$ 7,542,550 | 2018-2025 |
| 6032 ODOT | | Tigard | Highway 217 Overcrossing | Hunziker Road | 72nd Avenue | 0.7 | Arterial | Realign Hunziker Road to meet Hampton Street at 72nd Avenue and removes existing 72nd/Hunziker Road intersection | \$ 13,604,889 | 2018-2025 |
| 6036 Tigard | | | Bonita Road Improvements | Hall Boulevard | Bangy Road | 0.99 | Collector | Widen to 4 lanes | \$ 12,570,917 | 2008-2017 |
| 6037 Tigard | | | Durham Road Improvements | Upper Boones Ferry Road | Hall Boulevard | 0.63 | Arterial | Widen to 5 lanes | \$5,499,776 | 2008-2017 |
| 6038 Tigard | | | Walnut Street Extension | 99W | Hunziker Road | 0.79 | Collector | Extend street east of 99W to connect to Hunziker Road | \$ 25,849,289 | 2008-2017 |
| 6040 Tigard | | | 72nd Avenue Improvements | 99W | Hunziker Road | 1 | Collector | Widen to 5 lanes | \$ 8,486,400 | 2008-2017 |
| 6041 Tigard | | | 72nd Avenue Improvements | Hunziker Road | Bonita Road | 0.75 | Collector | Widen to 5 lanes | \$ 7,856,823 | 2008-2017 |
| 6042 Tigard | | | 72nd Avenue Improvements | Bonita Road | Durham Road | 1.16 | Arterial | Widen to 5 lanes with bikeways and sidewalks | \$ 7,856,823 | 2008-2017 |
| 6044 Tigard | | | Dartmouth Street Extension | Durham Road | Hunziker Road | 0.4 | Arterial | 3 lane extension; new Highway 217 overcrossing | \$ 43,998,211 | 2018-2025 |
| 6045 Tigard | | | Dartmouth Street Improvements | 72nd Avenue | 68th Avenue | 0.2 | Collector | Widen to 4 lanes with turn lanes and sidewalks | \$ 2,950,000 | 2008-2017 |
| 6050 Tigard | | | Tigard Town Center Pedestrian Improvements | Tigard Town Center | Throughout TC area | 1.1 | Arterial | Improve Sidewalks, lighting, crossings, bus shelters and benches throughout the Town Center including: Highway 99W, Hall Blvd, Main Street, Hunziker, Walnut and neighborhood streets | \$ 4,714,094 | 2018-2025 |
| 6052 Tigard | | Beaverton | Highway 217 Overcrossing | Nimbus Drive | "Northern Mall Area" | 0.4 | Collector | 2 lane overcrossing with sidewalks and bike lanes | \$ 40,814,667 | 2018-2025 |
| 6053 Tigard | | Washington County | Nimbus Avenue Extension | Nimbus Avenue | Greenburg Road | 0.6 | Collector | 2 lane extension with sidewalks and bike lanes | \$ 51,698,578 | 2018-2025 |
| 6057 Tigard | | | Washington Square Regional Center Greenbelt Shared Use Path | Hall Boulevard | Highway 217 | 0.5 | Other | Complete shared-use path construction | \$ 2,720,978 | 2008-2017 |
| 6058 Tigard | | | Durham Road Improvements | Hall Boulevard | 99W | 0.9 | Arterial | Widen to 5 lanes with bikeways and sidewalks | \$ 8,013,960 | 2018-2025 |

City of Tigard
Final Project List
2035 Regional Transportation Plan Update

| 2004 RTP ID | Primary Sponsor | Secondary Sponsor | Project/Program Name | Project Start Location (Identify starting point of project) | Project End Location (Identify terminus of project) | Project Length (to nearest tenth mile) | Local Functional Classification | Description | Estimated Cost (\$2007) | Estimated Implementation Time Period |
|-----------------------------|-----------------|-------------------|--|---|--|--|---------------------------------|--|-------------------------|--------------------------------------|
| 6069 | Tigard | Tualatin | Hall Boulevard Extension | Durham Road multiple sections on Fanno, Wash Sq Loop, and Westside Trails | Tualatin multiple sections on Fanno, Wash Sq Loop, and Westside Trails | 0.4 | Arterial | Extend Hall Boulevard across Tualatin River | \$ 39,284,116 | - 2018-2025 |
| | Tigard | Metro | Regional Trail Gap Closure | | | 3.52 | N/A | Infill gaps in regional trail network. Affected trails include Fanno Creek, Washington Square Loop and Westside Trails | \$ 2,325,000 | |
| | Tigard | ODOT | 72nd Avenue Intersection Improvements | Hwy 99W | Upper Boones Ferry | 0 | Arterial | Southbound right turn lane, northbound right turn overlap at Hwy 99W and 72nd; Southbound or Eastbound right turn lane at 72nd/Hamplon/Hunziker | \$ 1,600,000 | 2008-2017 |
| | Tigard | | Upper Boones Ferry Intersection Improvements | Durham Road | I-5 | 0 | Arterial | Reconfigure intersection of Durham & Upper Boones Ferry to create a through route between Durham & I-5/Carmen Interchange; 2nd Northbound Turn Lane at 72nd/Carmen; 72nd/Boones Ferry assuming Boones Ferry/72nd widened to 5 lanes; eastbound right turn lane at Carman/I-5 southbound | \$ 4,800,000 | 2008-2017 |
| | Tigard | | Greenburg Intersection Improvements | Hall | Tiedeman Ave | | Arterial | 2nd Northbound turn lane, modify signal timing at Greenburg/Oleson/Hall; install boulevard treatment at Greenburg/Washington Square Road; improve geometry/alignment and extend cycle length at intersection of Greenburg/Tiedeman | \$ 10,200,000 | 2008-2017 |
| | Tigard | ODOT | Highway 99W Intersection Improvements | 68th | Beef Bend Road | | Principal arterial | At 68th/99W add 2nd westbound turn lane, a northbound left turn lane, a southbound left turn lane; at 72nd/99W add southbound right turn lane, northbound right turn overlap, and retain eastbound right turn lane when Hall widened to 7 lanes; at Dartmouth/99W retain eastbound right turn lane when 99W widened to 7 lanes; at 217 northbound on-ramp add 2nd northbound turn lane and retain both eastbound and westbound right turn lanes when Hall widened to 7 lanes; At 217 southbound on-ramp add 2nd southbound right turn lane and retain eastbound right lane when 99W widened to 7 lanes; at Main/Greenburg/99W add southbound left turn lane, and retain westbound right turn lane when 99W widened to 7 lanes; at Walnut/99W retain westbound right turn lane when 99W widened to 7 lanes; at Beef Bend/99W add southbound right turn lane and adjust cycle length | \$ 12,600,000 | 2008-2017 |
| Total Estimated Cost | | | | | | | | | \$373,563,970 | |

RTP Proposed Projects City of Tigard Oregon

-  Proposed Intersection Bundle Improvements
-  Proposed Area or Intersection Improvements
-  Proposed Auto/Bike/Ped Improvements
-  Major Street
-  Street
-  Stream
-  Water
-  Railroad
-  City of Tigard

** The information represented on this map is current as of June 26, 2007. Revisions will be made as new decisions or amendments occur to alter the content of the map.



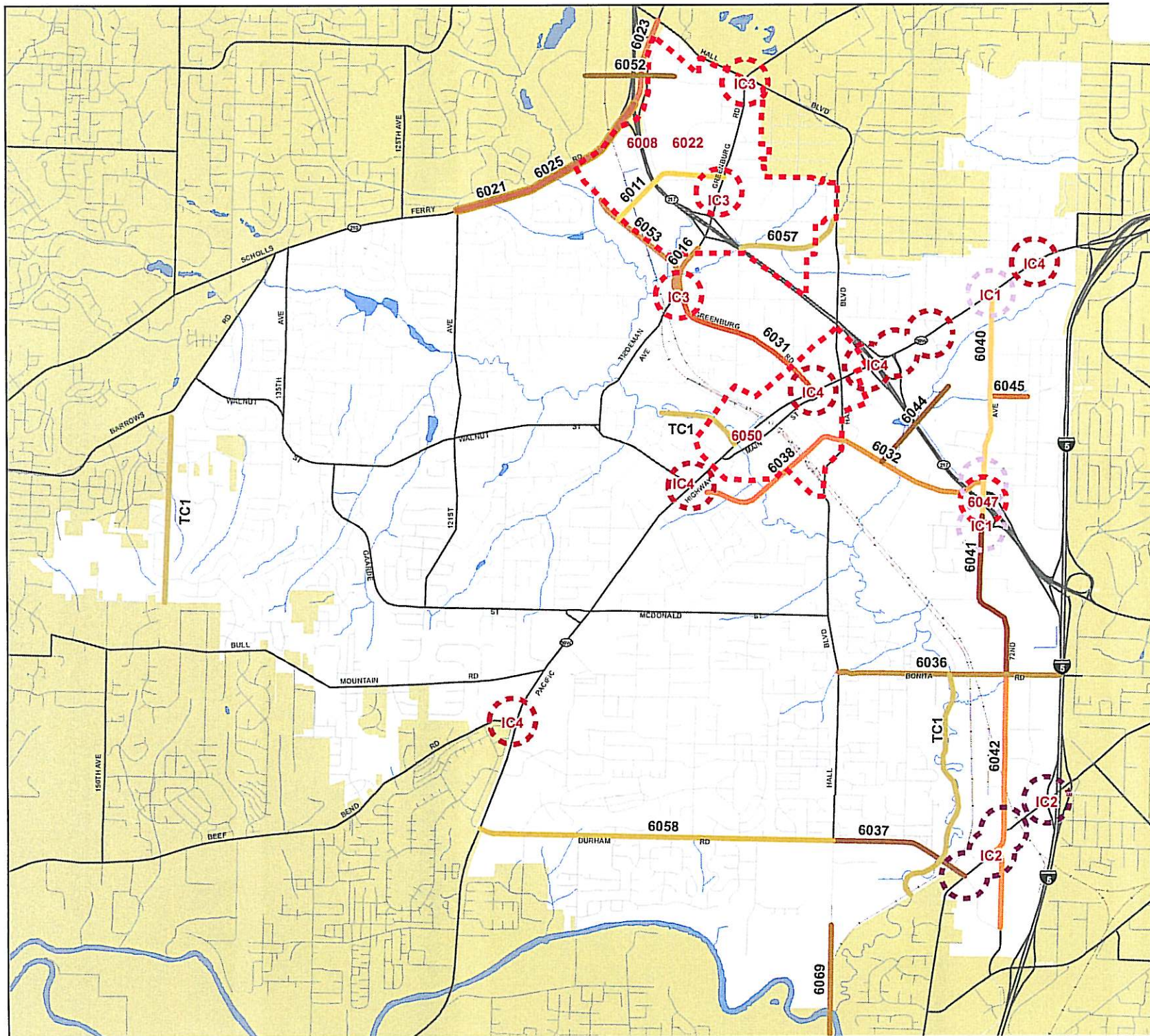
0 0.1 0.2 0.4 0.6 0.8
Miles

Source: City of Tigard
Map Data: Resource Center
Washington County

Cartography: Community Development Dept
City of Tigard June 2007

This map was derived from several databases. The City cannot accept responsibility for any errors. There is also no warranty for this product. However, any modification of errors would be appreciated.

13123 SW 16th Blvd Tigard, OR 97223 503-636-4171
http://www.tigard.gov



Agenda Item #

Meeting Date

July 10, 2007

CITY CENTER DEVELOPMENT AGENCY AGENDA ITEM SUMMARY

City Of Tigard, Oregon

Issue/Agenda Title Joint Meeting of CCDA/CCAC for Discussion with Downtown Consultant regarding the Downtown Real Estate Development Strategy

Prepared By: Sean Farrelly

Dept Head Approval:

TC

City Mgr Approval:

CR

ISSUE BEFORE THE CITY CENTER DEVELOPMENT AGENCY

Preliminary discussion with the Leland Consulting Group as they begin to develop the Downtown Real Estate Development Strategy.

STAFF RECOMMENDATION

Discuss project and share insights with consultant.

KEY FACTS AND INFORMATION SUMMARY

Staff briefed the CCDA on May 15, 2007, on several current and upcoming Land Use and Urban Design Planning projects to implement the Tigard Downtown Improvement Plan. One of these projects is to formulate a Real Estate Development Strategy. The Community Development department has hired the Leland Consulting Group, a real estate development and economics consultant, to provide an unbiased professional opinion of the redevelopment potential of the Downtown Urban Renewal District.

The Real Estate Development Strategy Report will be used as a guide to:

- promote private sector redevelopment in the District;
- help develop policies on land use and development regulations;
- identify incentives for catalyst projects; and
- create a design and development framework.

The CCDA and CCAC will have the opportunity to discuss the scope of the project and share insights on the current conditions and desired outcomes in the Downtown with the consultant.

OTHER ALTERNATIVES CONSIDERED

Not Applicable

CITY COUNCIL GOALS

Goal 2: "Continue to Support Implementation of the Downtown Plan."

Goal 4: "Improve Council / Citizen Communications."

ATTACHMENT LIST

Attachment 1: Memo to CCDA dated June 21, 2007 regarding Downtown Real Estate Development Strategy Project.

FISCAL NOTES

Not Applicable.



MEMORANDUM

TO: City Center Development Agency

FROM: Sean Farrelly, Associate Planner

RE: Downtown Real Estate Development Strategy Project

DATE: June 25, 2007

As reported in a presentation to Council on May 15, 2007, staff is working on several Land Use and Urban Design Planning projects to implement the Tigard Downtown Improvement Plan and revitalize the Urban Renewal District. One of these projects is to formulate a Real Estate Development Strategy. The City Center Development Agency has hired the Leland Consulting Group, a real estate development and economics consultant, to provide an unbiased professional opinion of the redevelopment potential of the Downtown Urban Renewal District. The Real Estate Development Strategy report will be used as a guide to promote private sector redevelopment in the District and help develop policies on land use and development regulations, identify incentives for catalyst projects, and create a design and development framework.

The principal working on the project, Chris Zahas, will attend the July 10th joint meeting of the City Center Development Agency and the City Center Advisory Commission. The primary goal of this meeting is to discuss the scope of the project and gain insights from the City Center Development Agency and City Center Advisory Commission on the current conditions and desired outcomes in the Downtown. The project has just started and the consultant is in the process of gathering impressions from a number of stakeholder interviews and conducting preliminary analysis of current conditions.

The major tasks specified in the contract scope of work are:

1. Stakeholder interviews, including downtown business and property owners, real estate developers (including some of those interviewed for the Tigard Downtown Improvement Plan), City elected officials, and citizens.
2. Real estate market reconnaissance (analysis of Downtown Tigard's relative competitive position in the region and sub-region).

3. Assessment of previous planning efforts in the context of the real estate market analysis.
4. Analysis of opportunities and barriers to private investment and evaluate the market impact of public investment projects.
5. Real estate development strategy report with presentation to City Council.

This report will:

- a. distill the real estate analysis and market findings so that the implications are easily understood;
- b. identify potential market opportunities or niches (and their timing) that Tigard is strategically positioned for;
- c. identify key actions that should be carried out by the City to successfully attract investment, such as property acquisitions, public-private partnerships, public infrastructure investments, amenities, policy changes, and other actions;
- d. prioritize actions, array them over time, and assign lead responsibilities;
- e. apply order of magnitude costs, where possible;
- f. recommend changes to the existing land use districts/Development Code where appropriate; and
- g. identify other necessary steps to “get ready” for development.

Agenda Item #

Meeting Date

June 26, 2007

July 10, 2007

COUNCIL AGENDA ITEM SUMMARY

City Of Tigard, Oregon

Issue/Agenda Title Select an Election Date for the City Councilor Position and Reevaluate the Nomination
Petition Filing Deadline

Prepared By: Cathy Wheatley Dept Head Approval: CP City Mgr Approval: CP

ISSUE BEFORE THE COUNCIL

Should the City Councilor special election take place on September 18 or November 6, 2007?

STAFF RECOMMENDATION

Approve the proposed resolution to select the November 6, 2007, as the date for the special election to elect a City Councilor for one year, January 1, to December 31, 2008. Two options of the proposed resolution are attached in the event the City Council decides it would like to:

Option 1: Confirm that the nomination petition filing deadline is 4 p.m. on July 9, 2007.

Option 2: Extend the nomination petition filing deadline to 4 p.m. August 27, 2007.

KEY FACTS AND INFORMATION SUMMARY

- On May 8, 2007, City Council approved a motion to appoint Nick Wilson to serve as interim City Councilor until an election could be held. Election date choices were: September 18, or November 6, 2007.
- To avoid paying for two elections, the City Council decided to wait to determine which election date to set for the City Councilor position until it could be determined if there would be an initiative measure on the September ballot. If the initiative measure did not qualify for the September election, the Council decided the City Councilor election would be held in November. Staff estimated that the September election could cost up to \$48,000 because there were no other ballot measures proposed for this election date by other jurisdictions. The November election will cost substantially less (estimated cost is \$16,000) because it appears that a statewide measure will be on that ballot and the City would share the cost of the election with the state. The Council stated its preference to select the November election date if possible.
- Potential City Council candidates seeking nomination were told to complete the nomination by petition process no later than July 9, 2007. This July 9 filing deadline would mean that candidates would qualify for either the September or November ballots.
- If the Council selects the November election date, then the nomination petition filing deadline could be extended to 4 p.m., August 27, 2007.
- Regardless of the date of the election, the Councilor elected would begin his or her term on January 1, 2008, and would serve for one year.
- It is now known that there will be no initiative measure on either the September or November ballots.

OTHER ALTERNATIVES CONSIDERED

N/A

CITY COUNCIL GOALS

N/A

ATTACHMENT LIST

Two resolutions:

Option 1: Filing deadline for completing the Candidates Filing by Petition Process is 4 p.m., July 9, 2007.

Option 2: Filing deadline for completing the Candidates Filing by Petition Process is 4 p.m., August 27, 2007.

FISCAL NOTES

Estimated cost for the November 2007 election is \$16,000. There was \$30,000 set aside in the FY '07/'08 Budget for a possible special election for the City Council position and the anticipated initiative measure.

CITY OF TIGARD, OREGON
TIGARD CITY COUNCIL
RESOLUTION NO. 07-_____

Option 1

A RESOLUTION CALLING FOR A SPECIAL ELECTION ON NOVEMBER 6, 2007, FOR THE ELECTION OF A CANDIDATE TO THE OFFICE OF TIGARD CITY COUNCILOR TO SERVE FOR A ONE-YEAR TERM: JANUARY 1, TO DECEMBER 31, 2008

WHEREAS, a vacancy occurred in the position of City Councilor due to the April 24, 2007, resignation of Councilor Sally Harding; and

WHEREAS, for the conduct of City business the Council determined it would appoint Nick Wilson to this Council position to serve May 15, to December 31, 2007;

WHEREAS, the City Council determined that the election for the office of City Council would be held on November 6, 2007, for a one-year term: January 1, to December 31, 2008.

NOW, THEREFORE, BE IT RESOLVED by the Tigard City Council that:

SECTION 1: The City Recorder is instructed to take the necessary steps to ensure that a special election is conducted for a City Councilor position on November 6, 2007.

SECTION 2: To be placed on the November ballot, the candidate must completed the Candidates Filing by Petition process no later than 4 p.m., July 9, 2007.

SECTION 3: The candidate who receives the most votes shall serve as Councilor from January 1, 2008 to December 31, 2008

SECTION 4: This resolution is effective immediately upon passage.

PASSED: This _____ day of _____ 2007.

Mayor - City of Tigard

ATTEST:

City Recorder - City of Tigard

i:\adm\packet\07\070626\council resolution 07 - council election date.doc

CITY OF TIGARD, OREGON
TIGARD CITY COUNCIL
RESOLUTION NO. 07-_____

Option 2

A RESOLUTION CALLING FOR A SPECIAL ELECTION ON NOVEMBER 6, 2007, FOR THE ELECTION OF A CANDIDATE TO THE OFFICE OF TIGARD CITY COUNCILOR TO SERVE FOR A ONE-YEAR TERM: JANUARY 1, TO DECEMBER 31, 2008

WHEREAS, a vacancy occurred in the position of City Councilor due to the April 24, 2007, resignation of Councilor Sally Harding; and

WHEREAS, for the conduct of City business the Council determined it would appoint Nick Wilson to this Council position to serve May 15, to December 31, 2007;

WHEREAS, the City Council determined that the election for the office of City Council would be held on November 6, 2007, for a one-year term: January 1, to December 31, 2008.

NOW, THEREFORE, BE IT RESOLVED by the Tigard City Council that:

SECTION 1: The City Recorder is instructed to take the necessary steps to ensure that a special election is conducted for a City Councilor position on November 6, 2007.

SECTION 2: To be placed on the November ballot, the candidate must completed the Candidates Filing by Petition process no later than 4 p.m., August 27, 2007.

SECTION 3: The candidate who receives the most votes shall serve as Councilor from January 1, 2008 to December 31, 2008

SECTION 4: This resolution is effective immediately upon passage.

PASSED: This _____ day of _____ 2007.

Mayor - City of Tigard

ATTEST:

City Recorder - City of Tigard

i:\adm\packet\07\070626\council resolution 07 - council election date.doc

RESOLUTION NO. 07 -

Page 1